

Information shared via student, staff and parent presentations

- Parentmails
- Year 11 Team
- Staff CPD

Tasks and Process moderated internally and externally

Students prepared via department and class teachers links

Evidence bases published on website

Website updated with relevant documents, parents and students alerted via parentmail and y11 Team

Staff follow centre policy

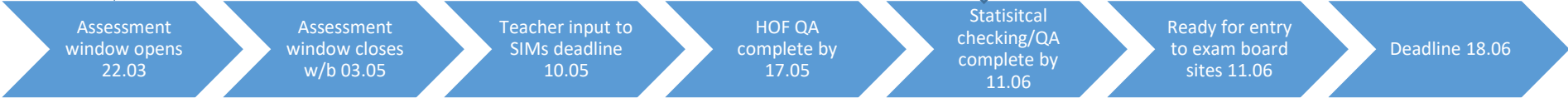
Moderation continues

Senior Team follow agreed QA process following internal and external processes including statutory guidance.

Administrative and statistical checks carried out.

Head of centre completes final checks to ensure all policies and procedures have been carried on appropriately.

Head of centre signs off and grades are submitted.



Staff kept up date through continuous cycle of CPD

Students prepared via department and class teachers links

All tasks set in advance with preparation guidance given both class and through subject/class Teams

Evidence portfolio agreed and signed off by senior team

Tasks and Process moderated internally and externally

Students/families given opportunity to report unknown mitigating circumstances via website

HoFs follow agreed QA process following internal and external processes including statutory guidance.

Students/families given access to individual marks used

Administrative checks carried out.

Database transfers to ownership of exams administrative team to upload to exam board websites.

Administrative checks continue to ensure process is error free