



APPENDIX C: Subject Approach to Assessment Delivery

Subject:	Cymraeg / Welsh
Director Of Standards:	Mrs E Williams
Plan Created By:	Mrs E Williams and Dept.
Plan Quality Assured By:	L J Powell

Please outline what the conditions will be for each of your assessments outlined in the Assessment Plan:	<p>The Unit 2 assessment will be carried out with groups of learners (either 2 or 3 per group) with their classroom teacher in a designated classroom. Learners will see the assessment mat upon arrival and be given 10 minutes of preparation time with their group before recording a verbal response for a maximum of 10 minutes with their class teacher. Learners who are permitted 25% extra time will be provided with a further 2 minutes preparation time. Teachers will record these responses and upload to the Team Drive.</p> <p>Learners will then complete the Unit 3/4 assessment in their Welsh lessons, so, will spend one lesson and a half on the paper. Learners who are permitted 25% extra time will be provided with a further 22 minutes in the following lesson to finish the Unit 3 and 4 assessment. This paper will not have been shown to learners prior to this, however, in the first 30 minutes of the lesson before learners begin this assessment they will complete revision with their teacher on key skills needed for this assessment. Assessment conditions will be carried out in the classroom environment, and all teachers will display an 'exam conditions' slide on the screen as pupils carry out these assessments. Therefore, learners will not engage in discussion with each other or their teacher about questions when the assessment commences, and will complete the paper in silence with no notes, no use of mobile phone and no use of dictionaries.</p>
Please outline how you will implement access arrangements if they are	Learners who are permitted extra time will be allocated the extra time that they would usually have for an examination and this will be noted on the cover of their examination paper when it is given to them. The pupils who require additional time will have this time built into the lesson while the remainder of the class



<p>required. Please maintain confidentiality here:</p>	<p>engage in a non-assessed follow up activity We will follow the school procedure on access arrangements which is aligned to the JQC policy.</p> <p>Staff will use SIMS to ensure that all pupils with access arrangements have those arrangements met. Staff will use the document stored in the Exams office to ensure that they have a secure knowledge of what the access arrangement for each pupil is. Staff will liaise with the ALNCo or Mr Davidson should there be any queries regarding access arrangements. During the assessment teachers will be monitoring the classroom carefully to ensure conditions are followed, during this process they will take the role of a prompt for pupils who have this access arrangement, teachers have received information regarding the duties of this role.</p> <p>Teachers will use the established school on-call system to meet the needs of pupils with arranged supervised rest breaks.</p> <p>For the classes that have students studying a different pathway (Agored), they will be moved to a different classroom when the assessments are taking place to ensure that they are not disturbing learners who will need to work in assessment conditions. They will be located in a different classroom in the Year 11 zone.</p>
<p>Please outline how you will ensure the authenticity of each learner's work:</p>	<p>Learners will be working independently throughout the Unit 3/4 paper and will not discuss any questions with peers in the class or their teacher. Learners will not be provided the use of mobile phones, dictionaries or notes of any kind and this will be made clear to learners before the papers are handed out. Learners will be monitored throughout these sessions by their class teacher to ensure that their work is authentic. Where an assessment takes place over more than one session (which this particular assessment will) papers will be kept securely between lessons. Teachers will carefully monitor assessment situations to ensure that appropriate conditions are adhered to. At the start of each session teachers will remind students of exam procedures for authenticating own work regarding mobile devices, storage devices and communication. Where an assessment falls during scheduled teaching and learning, any material pertaining to preparation or revision for the assessment on a screen or whiteboard will be removed.</p>



	<p>Pupils will be required to sign a declaration ensuring that the work is the pupil's own work.</p> <p>Learners will have preparation time for Unit 2 with their group. They will be monitored by the class teacher when making the notes to ensure they have not used dictionaries and mobile phones and the only notes learners will use when recording will be the notes made during the preparation time. These notes will be kept collected and kept securely as additional evidence.</p>
<p>How will you make this assurance if the work is completed remotely, i.e. will you use other evidence to authenticate?</p>	<p>In circumstances where an assessment is forced to happen remotely:</p> <ul style="list-style-type: none"> • Learners can complete the Unit 2 assessment remotely with their class teacher on Google Meet. Learners can be given a set time to join a google meet with a class teacher and have 10 minutes to prepare while a class teacher acts as an invigilator. The teacher will mute themselves and monitor and then learners can move to a second Google meet with their class teacher whereby they can record with their assessments. There will be a requirement for learners to show their faces on the google meets and the Google Meets will be recorded so they can be assessed. • In order to complete the Unit 3/4 paper remotely we will create a form that contain the questions and can only be accessed at certain times, so learners will not be able to go back and change answers after the time period has ended. • Historic attainment data will be used to help establish the validity of work done under such circumstances. • If necessary a plagiarism check will be undertaken if student work does not match the patterns that we have usually taught learners.
<p>If a teacher is asked to award a grade for a family</p>	<p>There are no conflicts of interest to the best of our knowledge.</p>



member or family friend it is deemed a conflict of interests. Do you anticipate any potential conflicts of interest? How will you resolve them?	
Will you commit as a department to engage in relevant WJEC training events?	Yes