



APPENDIX A: Bassaleg School Subject Assessment Plan

Subject:	AS English Literature
Director Of Standards:	K Elkins
Plan Created By:	E Richards
Plan Quality Assured By:	K Elkins, A Takhar

Link to Qualifications Assessment Framework:	https://www.wjecservices.co.uk/sectionlist-2021-home.asp?type=10 Please review the framework pertinent to your subject
Please outline the assessments you plan to use and what aspects of learning they evidence, please refer to subject specification:	<p>WJEC adapted past paper questions will be utilised for assessment. WJEC past paper questions will be used for Unit 1 and Unit 2. For Unit 1, pupils will focus on the Essays which will cover each of the key objectives (AO1, AO2, AO3 and AO5). The extract question will not be formally assessed in Section A of Unit 1 due to this skill being explored in depth in Unit 2. All objectives will be covered in depth and omitting this element from the assessment will not prevent pupils from progressing to A2 study. Sufficient evidence of this skill will be demonstrated in assessment of Unit 2 as well as the Unit 1 essays. There is evidence of pupils engaging in close analysis for Unit 1 but will not be included in formal assessment.</p> <p>These assessments will give pupils the best chance to demonstrate their attainment as it will allow for sufficient coverage of the breadth and depth of the specification requirements by assessing the following:</p> <p>Unit 1: AO1, AO2, AO3 and AO5. Unit 2: AO1, AO2, AO3 and AO4.</p>



	Unit 1 will be a closed book assessment and Unit 2 will be an open book assessment. Clean copies of the texts will be provided for pupils to complete assessments in line with the WJEC expectations.
When do you plan for learners to undertake these assessments?	<p>Assessment outline: Assessments will be completed during the following weeks: 26.04.2021 - Unit 1 Essay Assessment /Unit 2 Assessment Extract/Essay 03.05.2021 - Unit 2 Essay and Extract Assessment 17.05.2021 - Unit 2 Essay Assessment 24.05.2021 - Unit 1 Essay Assessment</p> <p>Pupils will not be able to submit drafts of essays for marking prior to assessment. Staff reserve the right to make changes to assessment dates to suit the needs of the class. In the event that this happens, pupils will be given suitable notice.</p>
How will you ensure that these assessments are delivered consistently by each teacher in the subject?	<p>Department meetings will take place on 17.3.2021 and 23.3.2021 where each member of the department will take part in training to explain the control conditions for each assessment. Assessment procedures will be in line with WJEC control measures.</p> <p>ERI/DPO/ATA met as an A level team to discuss assessment outlines and to agree appropriate dates for assessment and outlines as well as deciding on content appropriate for Unit 2 essay questions being mindful of the wellbeing of Year 12 pupils.</p> <p>Assessment Front Cover 2021 Cover sheets will be provided for every assessment sat by every pupil which will detail the instructions to candidates and the timings of the assessments, thereby ensuring a standard approach. The sheets will also contain declarations from teachers and students regarding the use of access arrangements and the allocation of marks for each question on the paper. These will undergo a clerical check as per the School Centre Assessment Policy.</p> <p>Pupils will not be permitted to resit assessments.</p>



<p>How will you ensure consistency in the marking of the assessments?</p>	<p>Unit 1 assessments are taken from approved WJEC exam papers with a clear approved mark scheme. Unit 2 assessments are adapted WJEC assessments. Where adaptations have been made for Unit 2, staff will use the more generalised marking scheme (grade descriptors and assessment objective descriptors) as well as their own knowledge of the subject/poets to assess pupils. All staff will mark in accordance with the mark scheme.</p> <p>Prior to marking any assessment all staff will attend a standardisation meeting and will take part in training aimed to standardise their understanding of the mark scheme and range of answers for each assessment. This meeting will take place virtually and be recorded, so that in the rare circumstance that someone is unable to attend they can access the recorded training.</p> <p>Attendance to standardisation meetings and the outcomes of the standardised script will be signed off on the Department Summer 2021 Assessment Sign Off sheet which will be securely stored with a master copy of the assessment.</p> <p>Feedback will not be given to learners on the outcomes of assessments which contribute to the centre assessed grades.</p>
<p>Explain how you will ensure appropriate access arrangements are met:</p>	<p>The school will follow its Access Arrangements Procedure, which is written in accordance with the JCQ Access Arrangements guide.</p> <p>All pupils requiring access arrangements are marked clearly on the school SIMS system</p> <p>Prior to any assessment the Director of Standards will individually meet all teachers and discuss the access arrangements required for pupils in each class</p> <p>Staff and pupils will sign a declaration on the Assessment Front Cover 2021 to indicate that access arrangements have been met.</p>



	The ALNCO and second in ALN Mr Davidson will offer necessary support in implementing access arrangements.
Confirm that you have spoken independently with each subject teacher in the department to ensure a shared awareness of pupils in all classes who have access arrangements	I confirm that this has happened.
How will the assessments be stored when completed?	When completed the assessments will be stored in a secure cupboard. They will be stored with the master copy of the assessment paper and the signed off Department Summer 2021 Assessment Sign Off cover sheet.
How will the marks be stored when completed?	<p>The marks will be on each paper and duplicated on the Assessment Front Cover 2021. A clerical check will take place to ensure that these match.</p> <p>Marks will also be input in the school SIMS system and stored electronically.</p>
How can the assessments be fairly amended in case of any school closures or changes to delivery?	<p>Learner absence for assessments: the department will ensure that time is provided, within the allocated window, for learners to complete any missed tasks. Learners will work under the same required conditions outlined above to complete the assessment task.</p> <p>Further lockdown or isolation periods: learners will have the opportunity to complete the assessment tasks remotely under specified controls. Staff will work with the learners via live Meet sessions and work will be</p>



	completed within a specified time limit, using the 'Quiz' facility within the 'Forms' application. Pupils will sign declarations.
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