



APPENDIX A: Bassaleg School Subject Assessment Plan

Subject:	GCSE Biology
Director Of Standards:	AJ
Plan Created By:	AJ
Plan Quality Assured By:	EBA

Link to Qualifications Assessment Framework:	https://www.wjecservices.co.uk/sectionlist-2021-home.asp?type=10
Please outline the assessments you plan to use and what aspects of learning they evidence, please refer to subject specification:	<p><u>Unit 2 - Variation, Homeostasis and Micro-organisms</u> this will be assessed via 2 x tests completed within a normal lesson (50 minutes for each) each will be approximately 40 marks to give a combined 80 mark assessment.</p> <p>Unit 2 will be assessed using Bassaleg School adapted papers: The department will use questions taken from the WJEC adapted XXXX and XXXX papers for Biology and Unit 2 DA Unit 4 along with other WJEC past paper questions, containing a range of questions sampling the breadth and depth of the Unit 2 content and covering all three assessment objectives and including mathematical skills at the required standard. Each assessment will cover roughly half of the content of Unit 2.</p> <p>The relevant WJEC mark schemes will be used to assess attainment. Any adaptations to the WJEC past papers and mark schemes will be undertaken and quality assured in conjunction with the Assessment Creation Guide available on the WJEC secure website</p>



	<p>Unit 2A assessment - including a range of questions covering AO1, AO2 and A03</p> <p>Unit 2B assessments - including a range of questions covering AO1, AO2 and A03</p> <p>Together these assessments will have a balance of AO's, 40% AO1, 40% AO2 and 20% AO3 in line with WJEC specification and will cover:</p> <p>2.1 Classification and Biodiversity, 2.2 Cell Division and Stem Cells, 2.3 DNA and Inheritance, 2.4 Variation and Evolution, 2.5 Response and Regulation, 2.6 Kidneys and homeostasis, 2.7 Micro-organisms and their applications and 2.8 Disease, defence and treatment</p> <p>The relevant WJEC mark scheme will be used to assess attainment. Any adaptations to the WJEC past papers and mark schemes will be undertaken and quality assured in conjunction with the Assessment Creation Guide available on the WJEC secure website</p>
Approximately when do you plan for learners to undertake these assessments?	<p>The unit 2 paper will take place over 2 lessons. The formal assessment process will begin on the week beginning 3rd May.</p>



How will you ensure that these assessments are delivered consistently by each teacher in the subject?	<p>A department meeting will take place on Tuesday 23rd March where every member of the department involved in delivering GCSE Biology will take part in training to explain the control conditions for each assessment. Assessment procedures for Unit 2 will be in line with WJEC control measures.</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. Pupils will not be permitted to resit assessments.</p>
How will you ensure consistency in the marking of the assessments?	<p>Unit 2 are Bassaleg School adapted papers. The questions have all come from WJEC papers which have an approved mark scheme and which matches the AOs within the subject specification.</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 markscheme 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 scripts 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>



	Feedback will not be given to learners on the outcomes of assessments which contribute to the centre assessed grades
Explain how you will ensure appropriate access arrangements are met:	<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 nominated member of staff will contact all staff to 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> <p>The ALNCO and second in ALN Mr Davidson will offer necessary support in implementing access arrangements</p>
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 locked 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: such as staff will work with the learners via live Meet sessions and work will be completed within a specified time limit, these will be shared as google docs via google classroom. The assessments will only be available during the specified time frame. Using google docs allows the teacher to do a live scrutiny of the work. Students will be asked to sign a declaration that confirms that it is their own work.</p>