



# Post-18 Predicted Grades Policy

## 2023-24

Approved by Local Governing Body:

Chair of Governors: John Garner

Date: 27th June 2023

Review date: June 2024

## **1. Background information**

Post-18 predicted grades are a key part of the application process for higher education, school leaver schemes, apprenticeships and employment. The school will provide UCAS predicted grades for all Year 13 students to support these applications, so that universities and employers are best able to assess students' potential and suitability for their chosen courses or job roles.

## **2. Aims**

The purpose of this policy is to ensure:

- that post-18 predicted grades are determined fairly, consistently, free from bias and effectively within and across departments;
- the operation of effective processes with clear guidelines and support for staff;
- that all staff involved in the processes clearly understand their roles and responsibilities;
- the centre meets its obligations in relation to equality legislation, in particular the Equality Act 2010; and
- transparent communication with students and their parents/guardians in terms of the centre's policy and procedures in relation to post-18 predicted grades.

## **3. How are predicted grades decided?**

The school adopts a consistent and evidence-based approach to post-18 predicted grades, which ensures that predictions are both aspirational and achievable. Subject teachers and departments determine the predicted grades for their students, as they know them best, and are able to draw upon a wealth of experience and professional judgement in making UCAS predictions. Grades will be based on the student's performance during their first year of A-level or BTEC study and teachers will consider some or all of the following types of evidence when making their decision:

- Pre-public exam results
- Grades awarded in progress tests
- Performance in homework assignments
- Student's attitude and commitment to learning (as evidenced by contributions made in class, meeting deadlines, attendance and punctuality)
- The student's drive and passion for the subject (as evidenced by wider reading, involvement in extra-curricular activities around the subject etc)
- Coursework, portfolio, practical evidence or other non-examined elements
- GCSE results

Teachers will predict grades that they feel are a true and honest reflection of the student's ability and the teacher's professional judgement about what they will attain at the end of the course. Predicted grades will be aspirational where students have shown high levels of commitment and hard work. However, it is important to emphasise that students may not always achieve their UCAS grade in the face of more challenging second year content. The tracking report system provides regular and reliable feedback to students and parents about a student's progress.

Departments will not base predicted grades on what students require to apply for a particular course, university or job. The potential consequence of over-predicting grades is that students may receive an offer(s) that they are unlikely to meet, leading to disappointment on results day and/or students might gain admission to a course on which they cannot succeed.

#### **4. When are predicted grades finalised?**

Teachers provide predicted grades along with comments for students' UCAS and employment references at the end of Year 12. Grades are reviewed again in September of Year 13 to take account of any outstanding assessments, admissions tests, AS-level results, work, research or work experience completed over the summer period. Students are informed about and have the opportunity to discuss their predicted grades with both the Sixth Form team and the careers advisor, who will help students make informed choices about suitable university courses and employment options. All post-18 predicted grades are finalised by 1st October. Revisions to predicted grades will only be made after this date in exceptional circumstances. Once the UCAS application has been submitted to universities, or an apprenticeship or job application has been submitted to employers, there is no opportunity to revise the predicted grades if a student improves or declines in performance during the course of Year 13. However, if a student meets and exceeds the conditions of their conditional firm offer on Results Day, they may use the UCAS Adjustment service to find an alternative course or university. The Sixth Form team and careers advisor will provide support to any students who wish to avail of this service.

#### **5. UCAS and employment references**

Predicted grades form part of the UCAS reference and the school will ensure the two are mutually supportive. All students may request the opportunity to see and read through their UCAS reference at the point their UCAS application is submitted. However, amendments or changes to the reference will only be made to correct inaccuracies or to provide any other contextual information which has been agreed with the student.

#### **6. Appeals**

On the rare occasion that a student feels that a particular predicted grade is not a fair or true reflection of their ability or what they may achieve at the end of Year 13, they can request that their grade is reviewed by the Head of Sixth Form. They can expect a reply within 8 working days. The student must outline in writing the reason why they think the predicted grade is not a fair assessment of what they may achieve. The Head of Sixth Form will then consult with subject teachers and curriculum leaders and make a decision about whether the grade can be increased. The final decision on predicted grades rests with the Head of Sixth Form.