



HARRODIAN

Predicted Grades and Further Education Applications Policy

Predicted Grades

Predicted grades are an extremely important part of monitoring performance in the Sixth Form and are an integral part of the process of supporting applications for Higher Education and other opportunities beyond school.

Grade predictions are based on the professional opinion of Heads of Department and are collated by the Head of Sixth Form. Heads of Department are able to justify their decisions by reference to evidence of performance, achievement and potential.

The precise nature and weighting of the evidence on which predictions are based is at the discretion of individual departments but it will normally include all aspects of classwork, including attendance and punctuality, in completing assignments, homework, tests and examinations.

GCSE and Lower Sixth internal examination grades will be taken into account but achievement in the Lower Sixth examinations should not be presumed to be the same as the predicted grade at A Level. A predicted grade at A Level could, in some circumstances, be lower than that achieved in the Lower Sixth internal examinations because the complete A Level course is more demanding; conversely, a higher prediction at A Level than the level achieved in the Lower Sixth internal examinations may be justified because of improvements in performance over time. The final predicted grade used in the university application process is at the discretion of the Head of Sixth Form who will be able to justify this decision in the light of departmental predictions and the factors set out above.

A Level predictions are finalised by the beginning of October in the Upper Sixth year. It is School policy to allow parents and pupils to know the predictions, the reasons for them and any remedial action that may be recommended in the light of these predictions. The School does not formally publish predictions.

Further Education References

- A reference will be provided for all Further Education applications. It will be uploaded or sent to the relevant universities on request.

Transcripts and Other Documentation

A transcript of grades will be provided for international university applications, where necessary. They will be created and sent to the relevant universities on request. Other documentation requested by universities, such as stamped and signed copies of GCSE certificates, will also be provided.

Some International Universities may require the student to upload a transcript of grades themselves and usually via a university portal.

In all instances, students (both past, if this is a reapplication, or present) are responsible for ensuring all information on the transcript is correct.

Student Personal Statements

A student's personal statement should show that person in the best light; it is, therefore, School policy that all students are given a member of staff who will act as a mentor. The mentor will guide students through their personal statement.

If any alterations are recommended the member of staff responsible for sending UCAS applications will return the form (electronically) to the student for amendment. Having made the alterations the student should send the form back to the member of staff and also inform him or her that the final version has been sent to the referee. The School's reference will then be added and the full form sent to UCAS.

Approved by:	Senior Leadership Team
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