



To parents of pupils in forms Lower and Upper Sixth

Re A-level Coursework

Dear Parents

In many subjects **Coursework** is an important part of the assessment of A-level work as the marks contribute to the final AS and A-level grades awarded. I have enclosed information about coursework to make you aware of its importance and advice on how you can help support your daughter in this work. Table 1 specifies the type of task and the percentage of the total mark which coursework contributes in each subject. I would ask you to discuss the table with your daughter and mark in table 1 the subjects (if any) which are applicable to her.

Deadlines

There may be certain times of year which are especially busy with coursework, depending on the subjects which a student is taking. When she is given a coursework task, it is most important that she sticks to the deadline set by her teacher. It is the pupil's own responsibility to hand in the work on time. Pressure of work is a real issue for pupils at A-level as they endeavour to cope successfully with all aspects of their school work. ***If deadlines are missed, this pressure increases considerably as coursework tasks eat into other important activities such as revising for tests and examinations.***

Support

How can you best support your daughters with her coursework?

- By being aware of the tasks to be done and the times when they should be done.
- By providing a quiet place to work.
- By encouraging your daughter to keep to deadlines.
- By discussing the issue sympathetically but firmly with her if you are concerned.
- If you are seriously concerned, by telephoning her subject teacher.

Authentication of coursework

Each coursework piece must be the pupil's own original work. This is an obvious and strict rule. The Joint Council for Qualifications (JCQ) has published a guide for parents explaining this issue and a copy is attached for your information. [The JCQ is the UK body which has overall responsibility for all the examination boards.] The issue has already been explained to the pupils by their form tutors.

Mrs N Connery
Vice Principal

Table One**Coursework requirements**

A-level Subject	Requirement	% of final mark	Applicable
Art & Design (Ar)	1 unit, including sketchbooks and outcomes in Lower Sixth 1 unit, including sketchbooks and outcomes and a personal study in Upper Sixth	60 (AS and A)	
Biology (Bi)	Assessment of practical skills in class; both Lower Sixth and Upper Sixth	20 (AS) 20 (A2)	
Chemistry (Ch)	Assessment of practical skills in class; both Lower Sixth and Upper Sixth	20 (AS) 10 (A2)	
Drama (Dr)	AS1: Exploration of Drama and Theatre AS2: Theatre text in Performance A2:1 :Exploration of Dramatic	40 (AS) 60(AS) 40 (A2)	
English Literature (Et)	AS:1 – The Study of Drama	40 (AS)	
Health and Social Care (H&Sc)	AS:2- Communication and Values AS:3- Positive Care Environments A2:8 – Promoting Health A2:9 – Investigation on Disease	25 (AS) 25 (AS) 25 (A2) 25 (A2)	
Home Economics (HE)	Research study in Upper Sixth, 4000 word assignment	25 (A2 only)	
ICT	AS: Two task related problems A2: Approaches to systems Development	50 (AS and A)	
Media Studies (MS)	Practical production in Lower Sixth A2: Critical investigation and a linked production piece in Upper Sixth	50 (AS) 50 (AS)	
Modern Languages (Ml)	AS:1 – Speaking (Presentation and Conversation) A2:1 – Speaking (Discussion on societal theme and conversation)	35 (AS) 17.5 (A2)	
Music (Mu)	Composition tasks in both Lower Sixth and Upper Sixth	24 (AS) 23 (A2)	
Physics (Ph)	Assessment of practical skills in class; both Lower Sixth and Upper Sixth	20 (AS) 17.5 (A2)	
Technology & Design (Tl)	AS: Module 2- Product Development in Lower Sixth A2: Product System, design and Manufacture in Upper Sixth	50 (AS and A)	