

25 Cathnor Road
Hammersmith
London
W12 9JD
T: 020 8222 6000
F: 020 8222 6728
E: info@hammersmithacademy.org
W: www.hammersmithacademy.org

9th April 2018

Dear Parents,

As you will be aware, some qualifications require your son/daughter to undertake Non-Examination Assessments (NEA) which are marked internally by teaching staff before being sent to the examination boards for moderation. This year sees the introduction of new regulations surrounding these assessments.

Once your son/daughter's work is marked and standardised, they will be made aware of their marks for this part of the course. If your son/daughter believes that the assessment criteria have not been correctly applied to their work, they will have a period of time from the publication of NEA results to request a review of the Academy's marking.

Students must apply in writing using the NEA appeals form (available from the exams office) before the subject appeals deadline, explaining fully on what grounds they wish to request a review of centre-assessed marking. All requests must focus solely on the quality of the work submitted, no other factors will be taken into consideration. All completed NEA appeals forms must be returned to the examinations officer (not the subject teachers). No appeals will be accepted after the specified deadline (see below). The cost per appeal will be charged at £35. This will be refundable should the mark(s) go up.

Your son/daughter will be made aware of the outcome of any appeals via their school email address by the subject *outcome of appeals deadline* set out below.

Please note that any review of marking can result in marks going down as well as up, and the reviewed marks are those which are sent to the examination boards with no exceptions.

I would like to take this opportunity to remind parents and students that a significant proportion of non-examination assessments are sent to examination boards for moderation (this is normal practice and ensures centre marking is in line with national standards). Therefore any marks issued by the academy are subject to change by the examination boards and should be considered provisional.

The NEA policy is available on our website <http://www.hammersmithacademy.org/about-us/school-life/exam-information/>

If you have any concerns regarding these new regulations please do not hesitate to contact me at luciehrabankova@hammersmithacademy.org.

Kind regards,



Ms Lucie Hrabankova

Data & Exams Manager



Internal Non-Examined Assessment & Coursework

Department	Code	Component Title	Deadline for Students to be Issued	Deadline for Response from students	Deadline for outcome of appeal
Art	8AD0 01	Personal Investigation	25/05/2018	30/05/2018	06/06/2018
Art	8AD0 02	Externally Set Assignment	25/05/2018	30/05/2018	06/06/2018
Art	9AD0 01	Personal Investigation	25/05/2018	30/05/2018	06/06/2018
Art	9AD0 02	Externally Set Assignment	25/05/2018	30/05/2018	06/06/2018
Art	1AD0 01	Personal Portfolio	16/05/2018	21/05/2018	28/05/2018
Art	1AD0 02	Externally Set Assignment	16/05/2018	21/05/2018	28/05/2018
Business	413003	Business Studies Unit 3	20/04/2018	27/04/2018	04/05/2018
Drama	8DR0 01	Exploration & Performance	27/04/2018	04/05/2018	11/05/2018
Drama	1DR0 01	Devising	20/04/2018	27/04/2018	04/05/2018
DT	45552	D & T: Product Design Unit 2	25/04/2018	30/04/2018	04/05/2018
DT	7551/C	D & T: Product Design AS Nea	25/04/2018	30/04/2018	04/05/2018
DT	PROD2	GCE D & T: Product Des (3D-Des) Unit 2	25/04/2018	30/04/2018	04/05/2018
DT	PROD4	GCE D & T: Product Des (3D-Des) Unit 4	25/04/2018	30/04/2018	04/05/2018
English	9ET0 04	Coursework	27/04/2018	04/05/2018	11/05/2018
Humanities	9GE0 04	Independent Investigation	27/04/2018	04/05/2018	11/05/2018
Humanities	7042/C	History ADV Nea	27/04/2018	04/05/2018	11/05/2018
Media St	MEST2	GCE Media Studies Unit 2	27/04/2018	04/05/2018	11/05/2018
Media St	MEST4	GCE Media Studies Unit 4	27/04/2018	04/05/2018	11/05/2018
Media St	G321/01	Media Studies: Fnd Prtfl Media Cwrk	27/04/2018	04/05/2018	11/05/2018
Media St	G324/01	Media Studies: ADV Prtfl Media Cwrk	27/04/2018	04/05/2018	11/05/2018
Media St	H009/02	Media Studies: Creating Media OCR Rep	27/04/2018	04/05/2018	11/05/2018
Media St	H009/03	Media Studies: Creating Media Pst Mod	27/04/2018	04/05/2018	11/05/2018
Media St	B324/02	Media: Prdctn Prtfl Cntr Amnt Pmod	27/04/2018	04/05/2018	11/05/2018
Music	8271/C	Music Nea Composing	20/04/2018	27/04/2018	04/05/2018
Music	8271/P	Music Nea Performing	20/04/2018	27/04/2018	04/05/2018
PE	1PE0 03	Practical Performance	20/04/2018	27/04/2018	04/05/2018
PE	1PE0 04	Personal Exercise PROG.	20/04/2018	27/04/2018	04/05/2018
Science	H556/04	Physics A: Prctal Endrmnt in Physics	27/04/2018	04/05/2018	11/05/2018
Science	7402/C	Biology ADV Practical Skills	27/04/2018	04/05/2018	11/05/2018
Science	5961	Science Single Portfolio	27/04/2018	04/05/2018	11/05/2018
Science	B321/02	Media: Indv Media Prtf Cnt Asmt Pmod	27/04/2018	04/05/2018	11/05/2018
Science	9CH0 E	Core Practicals	27/04/2018	04/05/2018	11/05/2018