

December 2025

Dear Parent/Guardian,

As you are aware, you will soon be receiving a report to keep you informed on your child's progress so far this year.

There are some extra details on the back of the report which we would encourage you to read. I would like to highlight some of them below:

'On the report, a mark has been recorded for each subject. These marks are calculated to give you a realistic reflection of your daughter's attainment. The score on the progress report will not necessarily be the same as the score achieved on a particular test because, for some subjects, the scores are determined by a number of assessments. Additionally, a scaling process may have been carried out which takes account of the entire year group. This procedure, which is also carried out by external examination authorities when issuing GCSE and A-level results, introduces a degree of standardization to the scores and brings a greater degree of consistency in the grades awarded across all subjects.'

If a scaling process has been applied to a subject's marks, then please note that any raw marks can go up or down to keep your child's score consistent with the school's preset grade boundaries.

If you have any questions, then feel free to contact me for further details.

Yours sincerely,
Mr S Robinson

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