

Digital Skills Newsletter

SPECIAL: Alternative Assessment 1 Alternative Assessment 2021

Policy update

The new VTQ Contingency Regulatory Framework (VCRF) covers certificating and non-certificating students who were expecting to take assessments (for 'in-scope' qualifications) between 1 August 2020 and 31 August 2021.

The VCRF will allow awarding organisations to use alternative arrangements when exams do not take place and/or when students cannot complete all internal assessment. This includes issuing results based on teachers' judgements of students' performance, to be referred to as Teacher Assessed Grades (TAGs).

Link to high level summary for Technical Qualifications 2021:

[alternative-assessment-arrangements-for-technical-qualification-summer-2021-pdf.ashx](https://www.cityandguilds.com/~/media/2021/03/alternative-assessment-arrangements-for-technical-qualification-summer-2021-pdf.ashx)
([cityandguilds.com](https://www.cityandguilds.com))

Government information

- A. [Frameworks for awarding qualifications in 2021: consultation outcomes - GOV.UK](https://www.gov.uk/government/consultations/frameworks-for-awarding-qualifications-in-2021)
(www.gov.uk)
- B. [Vocational and technical qualifications contingency regulatory framework - GOV.UK](https://www.gov.uk/government/consultations/vocational-and-technical-qualifications-contingency-regulatory-framework)
(www.gov.uk)
- C. [Summer 2021 Qualification Explainer Tool \(ofqual.gov.uk\)](https://www.ofqual.gov.uk/summer-2021-qualification-explainer-tool/)

Ofqual have divided qualifications into categories

B1

Technicals
Core Maths
Extended Project Qualifications

B2

Functional Skills
English for Speakers of Other
Languages
Vocational Technical Qualifications

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Note from David and Ken

30 March 2021

Policy details: Teacher Assessed Grades (TAG) – the View

City & Guilds is working on how to implement the Government Policy for our VRQs that sit in the **B2** category. What is clear is that we will be required to ensure the following:

- TAG is not a “get out of jail free card” and will not be able to be used for anything and everything.
- It is the assessment method of last resort when Business-As-Usual cannot be achieved.
- All Adaptations and Mitigations need to be exhausted first.
- Centres will need to provide **very** good reasons for using it, which will be checked before we agree to accept any grading via TAG

Centre Assessment Grade (CAG) vs Teacher Assessed Grade (TAG)

- Centres should not make comparisons to the Centre Assessment Grades (CAG) approach adopted last year which were a **prediction** of the grade that students would most likely have achieved had they sat their assessment as normal.
- TAGs are different and must be determined based on actual assessment **evidence** covering the knowledge, understanding or skills that would normally have been assessed (i.e. the evidence must be valid for that particular assessment). Centres should familiarise themselves with the information provided in the guidance document and not rely upon last years' experience.

City & Guilds Technicals

Bookings

To be eligible for a Teacher Assessed Grade (TAG), students must have a valid registration for the qualification you wish to submit the TAG and are due to complete their assessment/qualification between **01 August 2020** and **31 August 2021**, plus a valid booking on Walled Garden for all relevant assessment components (exam, synoptic assignment, centre assessed components and employer involvement).

Centres must ensure all bookings have been made by **30 April 2021**. Please don't cancel any bookings previously made in Walled Garden, as you'll need these to be able to submit TAGs for your students.

For exam components, any students who were not booked for the Spring exam series should be booked for the Summer exam date if you intend to submit a TAG. **Please book the paper version of any dated entry exam, not the e-volve component.**

Please check the rules of combination for the qualification, either in the qualification handbook or on the Walled Garden catalogue for further guidance.

Results dates

The release of results is dependent on centres submitting their TAG by **18 June 2021**, any grades entered after that date will see your learners' results delayed. City & Guilds will accept TAG submissions until **31 August 2021**, but this will affect result release dates.

Qualification	Results available on Walled Garden	Results can be released to learners
<i>Level 3</i>	Monday, 9 August 2021	Tuesday, 10 August 2021
<i>Level 2</i>	Wednesday, 11 August 2021	Thursday, 12 August 2021

As the Tag is based on evidence that your learners produce, centres should continue the teaching and learning to ensure full coverage of the qualification content as far as is possible, and if it is safe to do so.

For summer 2021 it is a requirement that all results will be submitted through a TAG process.

1. Teacher Assessed Grade (TAG) will be a holistic judgement based on the tutor's assessment of the evidence on the student's performance in the qualification.
2. TAGs will be at assessment component level.
3. They will be subject to internal and external quality assurance prior to release of results.
4. We will support centres throughout to ensure that the process used to determine grades is rigorous and meets our quality assurance requirements.
5. A timeline has been published on our website.
6. The detailed guidance document has been published.

Your grading judgement **must** be based on actual performance rather than potential performance. We will be requiring samples of work for moderation and External quality assurance purposes, you will be able to speak with the moderator once they have been allocated to your centre.

[Technical Qualifications - Assessment Arrangements - Covid-19 | City & Guilds](https://www.cityandguilds.com/Technical-Qualifications-Assessment-Arrangements-Covid-19)
([cityandguilds.com](https://www.cityandguilds.com))

Supporting TAG: Assessment components

Examinations

- The dated spring and summer examinations for 2021 have been cancelled.
- All eligible students will be required to have a result determined for the exam by a TAG.
- We will be providing a suitable resource that can be used by centres to assist with the determination of a TAG

Synoptic assignment

- The synoptic assignment result for 2021 will be determined by a TAG.
- It is strongly advised that the synoptic assessments should continue to be taken as normal or via the published adaptations where it is safe to do so following Public Health guidance. These have all been updated and are found on the qualification pages.

Centre assessed

- All eligible students for 2021 will be required to have a result determined by a TAG
- For these internal assessments where possible, and where it is safe to do so following Public Health guidance, it is strongly advised that these assessments e.g. optional units should continue to be taken as normal or via the published adaptations.

Supporting TAG: Technical exams

Examinations

To determine a TAG, sufficient learning must have been completed. To help ensure you have appropriate evidence, we will make available by **Monday 12 April** a suitable resource that can be used by centres to assist with the determination of a TAG. This may be taken:

- Supervised conditions (in class or remotely)
- Unsupervised conditions (at home) – the centre should ensure authenticity (e.g. through a validation discussion with students, and a signed declaration retained as evidence).

We strongly recommend that you use this suitable resource as the source to assist in the determination of the TAG, though it is not mandatory that you do.

A combination of other evidence can be used alongside the resource we will supply on 12 April, or instead of, to contribute towards the determination of the exam TAG, such as:

- results from any completed existing past papers
- previous examination results, for example any re-sitting students or those with relevant smaller qualifications
- internal marks for any other centre assessed components that have not been fully completed or submitted
- any formative or practice exam/assessment results
- overall student performance
- coursework/homework
- internal tutor assessment and progress data
- any other records of student performance over the course of study.

Supporting TAG: Technical synoptic projects

Synoptic assignment

Our synoptic assignments can provide the best evidence to support determination of TAGs and we have updated them to include guidance around adaptations to support their delivery. Look for publication date of **5 March** (see the image). The guidance is at the beginning of the '**Task instructions for centres**' section.

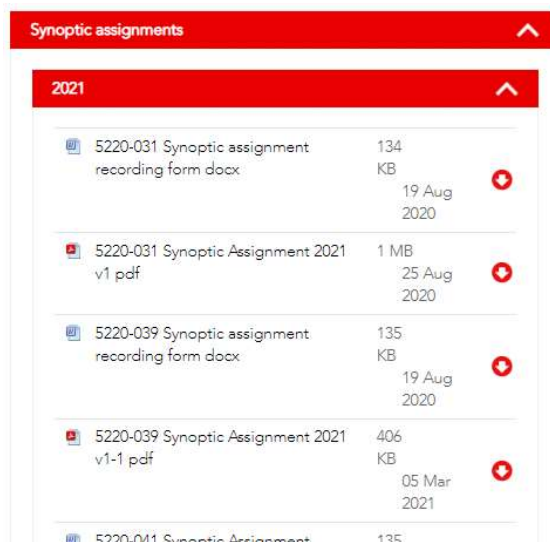
To ensure that evidence produced using the synoptic assignments is robust and reliable, we recommend that they are completed under the levels of control detailed in the qualification and/or assessment materials. These adaptations that can assist centres in delivering assessments safely and rigorously and the outcomes can be applied even where TAGs are being used, as similar evidence that you may have collected for the exam can also be included as part of your judgement.

Supporting TAG: Validation discussions

As part of best practice that you are liable to usually carry out, we recommend that for any work carried out at home or unsupervised that a **validation discussion** is carried out with the learner to ensure authenticity.

This will need to be done where tasks within the synoptic assignment have been taken remotely rather than for optional unit adaptations where the student is required to produce a report using their research. It may consist of several probing questions to ensure it is the students' own work, such as "how did you come to that...", "why did you take that...". It should not replicate the evidence provided or be taken into consideration as part of the marking/grading process.

The validation discussion does not need to be recorded other than confirmation that the discussion was held and its outcome.



Synoptic assignments		
2021		
5220-031 Synoptic assignment recording form.docx	134 KB	19 Aug 2020
5220-031 Synoptic Assignment 2021 v1.pdf	1 MB	25 Aug 2020
5220-039 Synoptic assignment recording form.docx	135 KB	19 Aug 2020
5220-039 Synoptic Assignment 2021 v1-1.pdf	406 KB	05 Mar 2021
5220-041 Synoptic Assignment	135	

Centre assessed

With all assessments we recommend that you try to do as much as you usually would (where possible and it is safe to do so following Public Health guidance), using the resources we have provided as the basis for the TAG. This would apply to the optional units in the *Level 3 Application Developer* pathway and other centre assessed components, for which you will be required to submit TAGs.

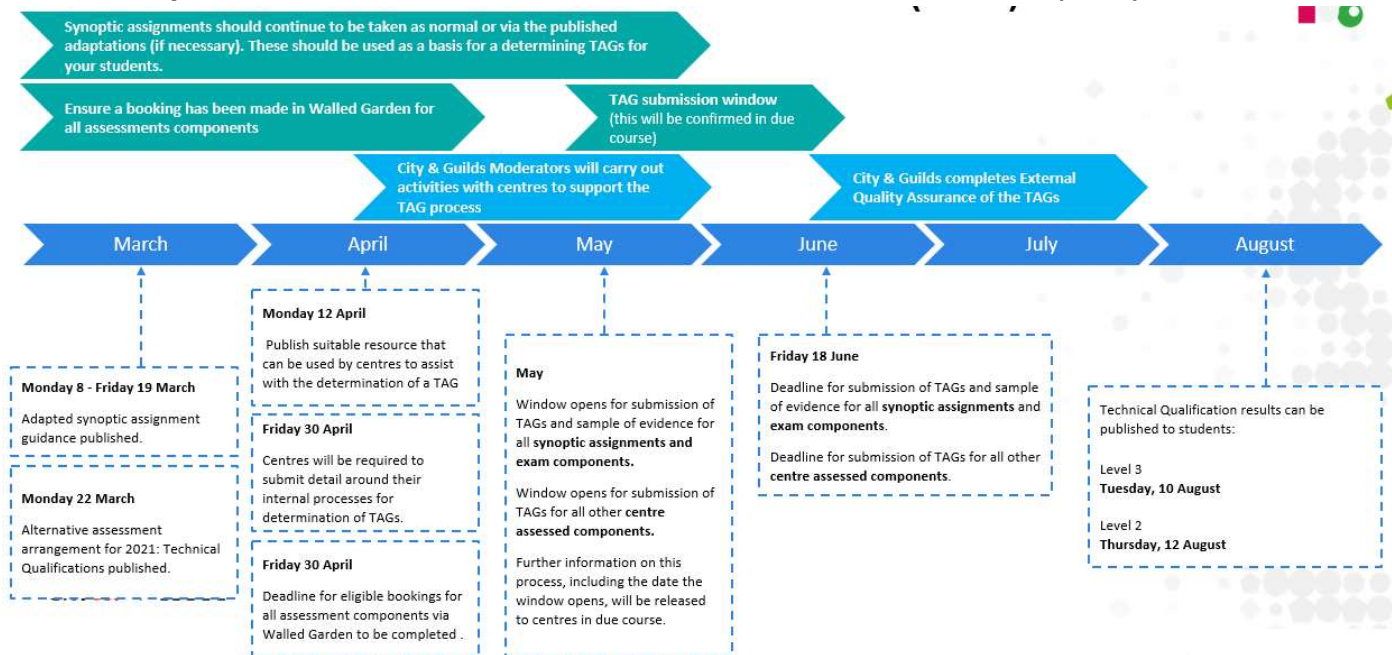
Evidence generated in other assessments can also be used where they meet the requirements of the task and this will need to be clearly cross-referenced. It may also benefit you to review the optional units selected and choose to change those previously selected for a more suitable choice that can be completed under current safe working practises.

Supporting TAG: Employer Involvement

The requirement for **employer involvement** has been relaxed for the period covered by these alternative arrangements. Centres will not need to submit anything to City & Guilds.

Mandatory work experience unit requirements have also been waived for this year. Please ensure that you have made a booking in Walled Garden for all components, including these. This will enable us to process the overall qualification and ensure the rules of combination are met.

Technical qualifications 2021 Timeline for Teacher Assessed Grades (TAG)



Six steps to submitting TAGs



30 March 2021

Supporting TAG: TAG Process

As already mentioned, TAG is not for general use, but is meant to be used when no other option for assessment can be achieved. It must be based on evidence and this will need to be shown if required as part of the sampling for moderation and external quality assurance.

Centres will be expected to complete a **Centre Approach Form** that states why TAG has been used and the way they have gone about it. City & Guilds will then check:

1. Eligibility and Rationale questions (B2 only)
2. Review of results only
OR
Review of results plus Evidence and Centre policy Approach Form [CAF] (Technicals & VRQs)

Once the requirement documentation has been submitted and review, we will then make a decision as to the validity of TAG usage and inform the centre of our decision that could be:

- Approve
- Reject
- Action needed (Centre to provide more information, extra evidence or improved rationale)

What Next

A recorded webinar will be available from **w/c 12 April** which will outline the following:

- Updated details on the timeline and key dates
- What centres need to submit prior to TAGs (internal process overview)
- Paperwork that will need to be completed by centres
- How to assign grades
- Update on how centres will submit TAGs and evidence to City & Guilds
- Internal and external quality assurance process
- Support available for centres.

Things to remember.

- Please do not upload anything onto the old Moderation Portal (MOPO).
- Please make sure your learners' bookings have been made.
- Specific FAQs will be updated regularly.
- Specific webpage updates will continue to be published.
<https://www.cityandguilds.com/covid-19/assessment-arrangements-for-2021/technical-qualifications>
- **Technicals Quality team**
- For all other queries relating to these arrangements, contact our Quality team who are available Monday to Friday 8.30 am to 5 pm excluding UK public holidays.
- **E:** technicals.quality@cityandguilds.com
- **T:** 0300 303 53 52

VRQ UPDATE

New VRQ webpage: <https://www.cityandguilds.com/covid-19/assessment-arrangements-for-2021/vocational-qualifications>

VRQ comms: <https://email.cityandguilds.com/t/1LRT-7B0VF-D308CF75F674982F8N0WAH859E69077C96DD29/cr.aspx>

Education and Training Foundation (ETF) Taking Teaching Further Programme

- £18,200 per new teacher to cover recruitment, training and support for industry professionals (from 15 technical sectors) moving into FE teaching.
- Covers delivery of the L3 Award and Level 5 Diploma in Education and Training.
- All FE providers, colleges and now PTPs, are eligible.
- Round 4 runs from April 2021 to July 2023.
- More information on the ETF website [here](#).

Skills Bridge – Step Into Digital

As people look to change careers or find themselves redundant from Covid and looking for a new career, it is important that people of all ages are equipped with the right information to make informed choices. As part of City & Guilds commitment to helping people into work, we have worked with the Open University ASC team and FutureLearn, with some funding from NESTA the Step-Into Digital is a fully free badged course for students of all ages explore career choices within the Digital Technologies sector.

The course went live on Monday, 22 March and is nominally a two week / four hours programme that could be used by any teacher wanting to help their students consider next steps into:

- ✓ Traineeships/AEB and Apprenticeship Standards
- ✓ a role as a support professional
- ✓ a role as a network infrastructure professional
- ✓ a role as a cyber security professional

Check it out for yourself and even sign up: <http://bit.ly/CGStep-Into-Digital>

Essential Digital Skills Qualifications

City & Guilds is planning to launch its EDSQs later this year, for first registration from September. Available at Entry level and Level 1, they will be centre assessed and externally quality assured, and funded through the new Digital Entitlement. We will be providing more information about what they will look like and running webinars for centres in the coming weeks and months.

Details about how to join these webinars and how to get involved will be made available in the via future editions of this newsletter and email alerts.

We will be sending out a questionnaire very soon, so look out for future emails on EDSQs from City & Guilds.

Visit our EDSQ webpage [here](#) which will also be updated when we have more news.

Updates and webinars – and more

Are you still a bit unsure as to how some of the things around Apprenticeship Standards work or just want a reminder of some of the things we have discussed at events and on webinars? Then, please visit our Updates and Webinars page.

<http://bit.ly/CGDigitalUpdate>

Please check out the information held there as this may answer many of the questions you have.

30 March 2021
Next webinars

20 April 2021 (09.30 – 10.30)

<https://bit.ly/CGDigital20April>

11 May 2021 (09.30 – 10.30)

<https://bit.ly/CGDigital11May>

If you have any specific topics you would like discussed at these events, please forward your suggestions to:

Ken Gaines ken.gaines@cityandguilds.com

OR

David Wackett david.wackett@cityandguilds.com

Note from David and Ken

We always urge you to Stay Alert and Stay Safe. Please make sure you check the Covid-19 webpage.

www.cityandguilds.com/covid-19