

# Parents' guide to controlled assessment

## MODERN FOREIGN LANGUAGES

| How much is it worth?  | What has to be done?   |   |
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| <p>The Controlled Assessment is worth <b>60%</b> of the final mark ( 30% Speaking and 30% Writing)</p> <p>(There are also terminal exams in listening and reading which each count for 20% of the total GCSE mark.)</p>  | <p>All students will need to complete at least <b>2 controlled assessments in Speaking and 2 in Writing</b> during Years 10 and 11.</p>  |   |
| When is it done?   | Can parents help their children?   | If the mark is low, can it be re-done or improved?  |
| <p><b><u>Preparation for assessment</u></b></p> <p>In the half term prior to an assessment the relevant unit of work will be taught including all the necessary vocabulary, grammar and structures needed to complete the task. Students must ensure that they keep up to date and complete all work set at this stage.</p> <p>The title and type of each task will be given to the students 6 hours prior to the actual assessment (approximately 4 weeks of teaching time for those students who have the language 3 hours a fortnight and approximately 2 1/2 weeks for those who study a language for 5 hours per fortnight.)</p> <p>Students will then proceed to work on the task during this time on their own. They <b>are</b> allowed access to their exercise books, dictionaries, textbooks, worksheets etc but no further assistance is allowed from the class teacher at this stage.</p> <p><b><u>Producing the final task</u></b></p> <p>Speaking assessments last between 5 and 12 minutes according to the level a student is working at and are conducted and recorded by the class teacher. Writing tasks are completed under exam conditions and last approximately one hour.</p> | <ul style="list-style-type: none"> <li>• Please ensure that students have all the necessary work relating to the task in their exercise and grammar books.</li> <li>• Please encourage the students to use at least 2 different tenses (past, present etc.) in each task and to express and justify their opinions</li> <li>• Please also encourage them to expand upon their answers and to use more complex sentences where possible.</li> <li>• Please ensure they have a good dictionary.</li> </ul> | <p>Once a unit of Controlled Assessment has been completed it cannot be redone.</p> <p>There may however be an opportunity for students to complete an additional task in speaking or writing if this is necessary.</p> <p>The best 2 tasks in each skill will then be submitted at the end of the course.</p> <p><b><u>When will the assessments take place?:</u></b></p> <ul style="list-style-type: none"> <li>- Yr 10 April - Writing</li> <li>- Yr 10 June - Speaking</li> <li>- Yr 11 Nov – Writing</li> <li>- Yr 11 Dec – Speaking</li> <li>- Yr 11 Feb - Writing</li> <li>- Yr 11 April - Speaking</li> </ul> |