

21st January 2021

Dear Parents/Carers

We are trying to work with students to try to secure them the best possible grade in their BTEC qualification in spite of a great deal of uncertainty on a national level of procedures for these qualifications. Right now, it is really important that students meet their BTEC assignment deadlines. There is a facility to apply for an extension but students must do this well in advance and with the correct paperwork. If they miss a deadline without following the correct procedure (even with good reason) they are at risk of failing the assignment. The following message has been sent to all students via google classroom - they should ask their teacher if they have any questions and if they think they will miss a deadline they must seek help early.

Thank you for your support

During lockdown normal BTEC rules apply and you must meet assignment deadlines.

If you think you are not going to be able to meet a deadline and have a good reason (such as lack of IT access) an extension can be granted but only if you make the request well in advance of the deadline and communicate with your teacher and Lead IV about this.

If you do not do this and simply 'miss' the deadline (even if you have a good reason) you may end up failing the assignment and your overall qualification. Student work is currently being selected at random by external samplers and we therefore have no flexibility on these rules.

We need you all to do the right thing and communicate with us professionally and in line with the BTEC handbook about meeting deadlines.

Thank you

Emma Soper

Assistant Principal (Curriculum and Quality)