

COURSEWORK / CONTROLLED ASSESSMENT: A GUIDE FOR PARENTS

Coursework / Controlled Assessment is work completed throughout the GCSE course which counts towards a pupil's final GCSE grade, and may include extended essays, investigations, practical experiments or performance work. It provides an excellent way for students to demonstrate skills and knowledge they have gained throughout the course and, therefore, boost their GCSE grade.

In some, but not all, subjects the task and the conditions under which it is taken are specified in detail by the examination board. Such tightly controlled tasks are referred to as '**Controlled Assessment Tasks**' (C.A.T.s), and must be completed according to exam board instructions.

Coursework is less prescriptive in terms of the conditions under which it is administered. Subjects that currently offer coursework are not as constrained by the levels of control detailed in this document. With the introduction of new specifications in the coming years, however, Controlled Assessment will replace coursework in these subjects.

The table below shows how subjects at GCSE are currently assessed.

GCSE Assessment 2010 -2012			
Exam Only	Controlled Assessment and Exam	Controlled Assessment and Exam	Coursework and Exam
100% External Examination	75% External Examination 25% Controlled Assessment	40% External Examination 60% Controlled Assessment	Subjects comprising External Examinations and Coursework
Additional Maths Mathematics Religious Studies	Business Studies Geography English Literature History	Art and Design English Language French German Home Economics ICT Journalism LLW Music Physical Education Technology and Design	Biology Chemistry Physics

A MORE DETAILED LOOK AT CONTROLLED ASSESSMENT

For each task, a level of control will be set by the exam board:

- **High level control**, which means that the task will be completed with formal supervision, under exam conditions. The work will be completed independently by the pupil. No guidance from the teacher is permitted. This is normally the write-up or report stage.
- **Medium level control**, which involves more informal supervision. Pupils can work on their own with some guidance from the teacher. In some subjects, it may be necessary for pupils to complete part of the assessment outside the classroom, for example Art and Music.
- **Low level control**, which involves limited supervision and work may be completed outside the classroom without teacher supervision.

Each subject has its own set of controls and each task is given a recommended time or a word count. More detailed information will be provided for pupils by their subject teachers.

ATTENDANCE

Pupils will be notified of specific dates well in advance of controlled assessment tasks; this guidance only provides a general overview of the scheduling of tasks. Given that Controlled Assessments are a **formal part of GCSE assessment** and **must be completed under regulated conditions, it is vitally important that pupils attend school during assigned controlled assessment times.**

MALPRACTICE

In an appendix to this guidance, you will find information from the Joint Council for Qualifications which advises exam candidates about some things they must, and must not, do when completing controlled assessment and/or coursework. Please read this leaflet carefully.

FURTHER INFORMATION

Details of assessment tasks and the level of control can be found within individual GCSE subject specifications :-

www.aqa.org.uk
www.ccea.org.uk

JCQ documents:

www.jcq.org.uk/exams_office/controlledassessments

Coursework / Controlled Assessment is an important element of many GCSE subjects. Pupils are encouraged to adopt a positive attitude to these assessments. Given the volume of work to be completed and the overall contribution it makes to the final grade attained, it is vital that all deadlines set by the school are met and that assignments submitted to the best of each pupil's ability.

