



19th December 2024

Dear Parent/Carer

Level 2 BTEC Tech Awards Assessment Windows

At Huxlow Academy we believe in working in partnership with parents to ensure each student reaches their full potential and achieves a qualification grade which matches their ability.

As part of the qualification structure for all Level 2 BTEC Tech Awards taught at our school there are assessment windows that are controlled by the exam board. These are called **Pearson Set Assignments (PSAs)** which are published within a designated window of time across the school year.

These deadlines are the same for all schools and must be adhered to otherwise schools may lose the right to deliver any BTEC qualifications and our student grades will be severely hindered.

It is vital that during these PSA windows, your child attends every lesson possible and engages in lessons by completing written tasks and notes that will help support the completion of these externally set assignments. Failure to complete these PSA assignments during the designated time frame will make it extremely difficult for your child to pass their course as there are more PSAs and a written exam to complete during the 2-year qualification.

Huxlow teachers will mark any student work completed and send off a specified sample size to be moderated by the exam board. Following moderation, the grades will be released in a similar fashion to the summer exam procedure.

The dates below show the 2 PSA windows that all schools must adhere to.

Window 1:

- PSA released **2nd September** (annually)
- Deadline for mark submission and student work upload **15th December** (annually)
- Release of results **20th March** (annually)

Window 2

- PSA released **6th January** (annually)
- Deadline for mark submission and student work upload **15th May** (annually)
- Release of results **21st August** (annually)

All current Year 10 students who study Sport, Health and Social Care and Travel & Tourism will be completing assessments during Window 2.

Please support us by ensuring your child attends as many BTEC lessons as possible within this assessment window.

If you have any questions or concerns, please contact your subject teacher for more information or myself at s.letts@huxlow.northants.sch.uk

Thank you in advance for your support.

Regards

Sam Letts

Head of PE & Vocational Qualifications