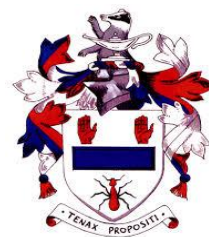


Ballymena Academy



Information Booklet:
GCSE 2019 – 2021

GCSE courses are taken over a two-year period as: -

- Linear qualifications: all externally assessed units are taken at the end of the two-year course, or
- Non Linear qualifications: some externally assessed units can be taken at other times e.g. at the end of Year 11.

GCSE courses are assessed using either: -

- controlled assessment and external exam units, or
- practical skills (externally assessed) and external exam units, or
- external exam units only.

Controlled Assessment

Controlled Assessment is work completed throughout the GCSE course which counts towards a pupil's final grade. It includes extended essays, investigations, portfolio, practical or performance work.

The task and the conditions under which it is taken are specified in detail by the examination board.

Pupils will be notified of dates and times well in advance of controlled assessment tasks. This booklet 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. It is important that all deadlines set by the school are met and that preparation is thorough. Note that - high level Control Assessments are similar to exams and need to be prepared for in the same way.

Levels of Control

For each task, a level of control will be set by the exam board. Each subject has its own set of controls and each task is given a recommended time and/or word count.

Low Level Control has limited supervision and work may be completed outside of the classroom, without teacher supervision.

Medium Level Control means that the task will be informally supervised – pupils can work on their own, with some guidance by the teacher. In some subjects it may be necessary for pupils to complete part of the assessment outside the classroom.

High Level Control means that the task will be completed under direct supervision. This might be the pupil's teacher or another person nominated by the centre. The work must be completed independently by the pupil. No guidance from the teacher is permitted. It is similar to an exam.

Geography Fieldwork

In Geography, pupils carry out fieldwork in term one of Year 12, during which they collect data which they will take, along with a short fieldwork statement, into the external exam at the end of Year 12. This material will be used in the exam to answer questions on their fieldwork investigation (20% of overall marks).

Science: Practical Skills

In Science subjects, Controlled Assessment has been replaced by 'Practical Skills' (25% of overall mark) which includes two parts, both of which are externally set and assessed: -

Part 1: Booklet A (7.5% of marks) is a practical skills assessment carried out in term 2 of Year 12. It assesses pupils' ability to carry out practical tasks based on, but not identical to, the prescribed practicals listed in the specification.

Part 2: Booklet B (17.5% of marks) is a written examination taken during the final year of study. It assesses pupils' knowledge and understanding of practical science. It consists of questions about planning and carrying out any of the prescribed practical tasks, together with more general questions about any practical situation that arises in the course.

GCSE or equivalent courses: % External Exam / % Controlled Assessment

External Examination	Controlled Assessment	GCSE Courses
100%	0%	Biology Classical Civilisation Further Mathematics Geography Mathematics Spanish Religious Studies Science: Double Award Chemistry French German History Physics
80%	20%	Business Studies English Literature
70%	30%	Digital Technology Media Studies Music
60%	40%	English Language
50%	50%	Construction Food and Nutrition Physical Education Technology and Design
40%	60%	Agriculture and Land Use Art and Design Drama and Theatre Studies
0%	100%	Occupational Studies

Controlled Assessment Schedule

The tables below provide an approximate and general overview of the timing of Controlled Assessment during Year 11 and Year 12. More precise details of deadlines for Controlled Assessments and nature of the task(s) will be provided by subject teachers.



Controlled Assessment



Science Practical

	Year 11 2019 - 2020									
	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June
Agriculture										
Art and Design										
Biology										
Business Studies										
Chemistry										
Construction										
Digital Technology										
Drama										
English Language										
English Literature										
Food and Nutrition										
Media Studies										
Music										
Occupational Studies										
Physical Education										
Physics										
Science Double Award										
Technology & Design										

	Year 12 2020 - 2021									
	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June
Agriculture										
Art and Design										
Biology										
Business Studies										
Chemistry										
Construction										
Digital Technology										
Drama										
English Language										
English Literature										
Food and Nutrition										
Media Studies										
Occupational Studies										
Music										
Physical Education										
Physics										
Science : Double Award										
Technology & Design										

Details of GCSE specifications – course content and assessment can be found within individual GCSE subject specifications: -

www.ocr.org.uk

www.ccea.org.uk

www.edugas.co.uk

Details of External Units & Controlled Assessment

Subject	External Assessments			Controlled Assessment and Practical skills	
	%	Year 11 Summer 2020 [** unit taken at a different time]	Year 12 Summer 2021 [** unit taken at a different time]	%	Tasks
Agriculture & Land use CCEA	40%	Unit 1: 20% Soils, Crops and Habitats	Unit 2: 20% Animals on the Land	60%	Unit 3 : two tasks on contemporary topics relevant to agriculture and land use
Art & Design CCEA (Linear)	40%	No external assessment units taken in Year 11	Externally set assignment – 40% stimulus paper that provides a choice of themed starting points.	60%	Part A: 25% Exploratory Portfolio Part B: 35% Investigating the Creative and Cultural Industries.
Biology CCEA	100%	Unit 1: 35% Cell, Living Processes and Biodiversity	Unit 2: 40% Body Systems, Genetics, Microorganisms and Health Unit 3: 17.5% Practical Skills Theory - Booklet B	7.5%	Unit 3: Booklet A Practical skills task - externally set and marked. Pupils carry out two practical tasks based on, but not identical to, 9 prescribed practicals carried out over two years. Term 2 Year 12
Business Studies CCEA	80%	Unit 1: 40% Starting a Business – Creating a Business, Marketing, Business Operations.	Unit 2: 40 % Developing a Business – Human Resources, Business Growth, Finance.	20%	Unit 3 ; Planning a Business – students complete booklets showing planning and communicating findings
Chemistry CCEA	100 %	Unit 1: 35% Structures, Trends, Chemical Reactions, Quantitative Chemistry and Analysis	Unit 2: 40% Further Chemical Reactions, Rates and Equilibrium, Calculations and Organic Chemistry Unit 3 : 17.5% Practical Skills Theory - Booklet B	7.5%	Unit 3: Booklet A Practical skills task - externally set and marked. Pupils carry out two practical tasks based on, but not identical to, 9 prescribed practicals carried out over two years. Term 2 Year 12
Classical Civilisation OCR (Linear)	100%	No external assessment units taken in Year 11	Unit 1: 50% Myth and Religion Unit 2: 50% Roman City Life		
Construction CCEA	50%	No external assessment units taken in Year 11	Unit 1: 20% Introduction to the Built Environment Unit 2: 30% Sustainable Construction	50%	Unit 3: 25% The Construction Craft Project. Unit 4: 25% Computer Aided Design
Digital Technology (Multimedia) CCEA	70%	Unit 1: 30% Core Theory	Unit 2: 40% Digital Authoring Theory	30%	Unit: 3 Digital Authoring – Website and Database
Drama CCEA (Linear)	40%	No external assessment units taken in Year 11	Unit 3: 40% Knowledge and Understanding of Drama	60%	Unit 1: 25% Devised Performance Unit 2: 35% Scripted Performance

English Language CCEA	60%	No external assessment units taken in Year 11	Unit 1: 30% Writing for Purpose and Audience & Reading to Access Non-fiction and Media Texts Unit 4: 30% Personal or Creative writing and Reading Literary and Non-fiction texts	40%	Unit 2: 20% Speaking and Listening Unit 3: 20% Studying Spoken and Written Language
English Literature CCEA	80%	Unit 1: 30% The Study of Prose	Unit 2: 50% The Study of Drama and Poetry	20%	Unit 3 : The Study of Shakespeare
Food and Nutrition CCEA (Linear)	50%	No external assessment units taken in Year 11	Unit 1: Food and Nutrition	50%	Unit 2: the task is set by the exam board and involves research and viewpoints, justification of choice, planning, practical activity and evaluation. students present a written report on the task in the required format.
French German Spanish CCEA	100%	No external assessment units taken in Year 11	Unit 1: 25% Listening Unit 2: 25% Speaking Unit 3: 25% Reading Unit 4: 25% Writing		
Further Mathematics CCEA	100%	Unit 1: 50% Pure Mathematics	Unit 2: 25% Mechanics Unit 3: 25% Statistics		
Geography CCEA	100%	Unit 1:40% Physical Topics	Unit 2: 40% Human Topics Unit 3: 20% Fieldwork Questions		
History CCEA	100%	Unit 1: 60% Modern World in depth – Life in Nazi Germany 1933-45 and local Study – Changing relations : Northern Ireland and its Neighbours.	Unit 2: 40% Outline Study - International Relations 1945-2003		
Mathematics CCEA	100%	Unit worth 45% One paper (M3 or M4)	Unit worth 55% 2 papers (M7 or M8) [** some pupils will take a unit (M4) in January of 2021]		
Media Studies Eduqas (Linear)	70%	No external assessment units taken in Year 11	Unit 1: 40% Exploring the Media Unit 2: 30 % Understanding Media Forms	30%	Unit 3 Creating Media Products

Music CCEA (Linear)	70%	No external assessment units taken in Year 11	Unit 1: 35% Performing and Appraising Unit 3: 35% Listening and Appraising	30%	Unit 2: Composing Pupils create two compositions. One in response to pre-release stimulus and one free choice.
Occupational Studies CCEA Level 2 Technology and Innovation	0%	No external assessment units taken in Year 11	No external assessment units taken in Year 12	100%	A range of tasks are assessed in: - Unit 1: Year 11 AutoCAD Unit 2: year 12 Woodcraft Assessments include answering questions, practical work and evaluation.
Physical Education CCEA (Linear)	50%	No external assessment units taken in Year 11	Unit 1: 25% Factors Underpinning Health and Performance Unit 2: 25% Developing Performance	50%	Unit 3: Individual Performances in Physical Activities and Sports
Physics CCEA	100%	Unit 1: 37.5% Motion, Force, Density and Kinetic Theory, Energy, and Atomic and Nuclear Physics	Unit 2 37.5% Waves, Light, Electricity, Magnetism, Electromagnetism and Space Physics Unit 3 17.5 % Practical Skills Theory Booklet B	7.5%	Unit 3: Booklet A Practical skills task - externally set and marked. Pupils carry out two practical tasks based on, but not identical to, 9 prescribed practicals carried out over two years. Term 2 Year 12
Religious Studies CCEA (Full course)	100%	Unit 6: 50% An Introduction to Christian Ethics	Unit 4 :50% Christianity through a Study of the Gospel of Matthew		
Religious Studies CCEA (Short course)	100%	No external assessment units taken in Year 11	Unit 6: 100% An Introduction to Christian Ethics		
Science: Double Award CCEA	100%	2 units (22%): - Biology 1 (11%) Chemistry 1 (11%) ----- ***The third unit Physics 1 (11%) is taken in November 2020 in term 1 of Year 12	3 units (42%) Biology 2 - 14% Chemistry 2 - 14% Physics 2 -14% Practical Skills Theory external assessment - booklet B -17.5%	7.5%	Unit 3: Booklet A Practical skills task - externally set and marked. Pupils carry out three practical tasks based on, but not identical to, 18 prescribed practicals carried out over two years. Term 2 Year 12
Technology and Design CCEA	50%	No external assessment units taken in Year 11	Unit 1: 25% Technology & Design Core content Unit 2: 25% Electronic and Microelectronic Control systems.	50%	Design project comprising a design portfolio and associated manufacturing task.

GCSE Grading

Courses taught from September 2017 use a different grading scale: -

New A*-G Structure (summer 2019)	9-1 Structure (awarding phased in from 2017)	Old A*-G Structure (phased out from 2019)
A*	9 8	A*
A	7	A
B	6	B
C*	5	C
C	4	
D	3	D
E	2	E
F	1	F
G		G

Subjects that will be graded 9 -1 in 2021: -

- Classical Civilisation
- Media Studies

Occupational Studies will be graded as follows (GCSE notional equivalency): -

- Distinction (A)*
- Distinction (A)
- Merit (B)
- Pass (C)

Information for Candidates

In an appendix to this booklet, you will receive information from CCEA which advises exam candidates about some things they must, and must not, do when completing controlled assessment. Please read this carefully.



Information for candidates – GCSE controlled assessments

This document tells you about some things that you must and must not do when you are completing your work.

When you submit any work for marking, you will be asked to sign an authentication statement confirming that you have read and followed these regulations.

If there is anything that you do not understand, you **must** ask your teacher or lecturer.

Controlled assessment may provide you with an opportunity to do some independent research into a topic. The research you do may involve looking for information in published sources such as textbooks, encyclopedias, journals, TV, radio and on the internet.

Using information from published sources (including the internet) as the basis for your assignment is a good way to demonstrate your knowledge and understanding of a subject. You must take care how you use this material though - you cannot copy it and claim it as your own work.

The regulations state that:

The work which you submit for assessment must be your own;

You must not copy from someone else or allow another candidate to copy from you.

When producing a piece of work, if you use the same wording as a published source you must place quotation marks around the passage and state where it came from. This is called "referencing".

You must make sure that you give detailed references for everything in your work which is not in your own words. A reference from a printed book or journal should show the name of the author, the year of publication and the page number, for example: Morrison, 2000, pg.29.

For all material taken from the internet, your reference should show the date when the material was downloaded and must show the precise web page, not the search engine used to locate it. This can be copied from the address line. For example: <http://www.geocases2.co.uk/rural1.htm> downloaded 5 February 2018.

You may be required to include a bibliography at the end of your work. Your teacher or lecturer will tell you whether a bibliography is necessary. Where required, your bibliography must list the full details of publications you have used in your research, even where these are not directly referred to, for example: Morrison, A. (2000) 'Mary, Queen of Scots', London: Weston Press.

If you copy the words or ideas of others and don't show your sources in references and a bibliography, this will be considered as cheating.

Preparing your work – good practice

If you receive help and guidance from someone other than your teacher, you **must** tell your teacher who will then record the nature of the assistance given to you.

If you worked as part of a group on an assignment, for example undertaking field research, you must each write up your own individual assignment. Even if the data you have is the same, you **must** describe in your own words how that data was obtained and **you must independently draw your own conclusions from the data.**

You must meet the deadlines that your teacher gives you. Remember - your teachers are there to guide you. Although they cannot give you direct assistance, they can help you to sort out any problems before it is too late.

Take care of your work and keep it safe. Do not leave it lying around where your classmates can find it. You must always keep your work secure and confidential whilst you are preparing it. If your work is stored on the computer network, keep your password secure. Collect all copies from the printer and destroy those you do not need. Do not share your work with your classmates. Should a classmate be found to have copied work that you lent them, you will have enabled them to cheat and you will also receive a penalty.

Do not be tempted to use essays from on-line essay banks — this is cheating. Electronic tools used by CCEA can detect this sort of copying.

You must not write inappropriate, offensive or obscene material.

Plagiarism

Plagiarism involves taking someone else's words, thoughts or ideas and trying to pass them off as your own. **It is a form of cheating which is taken very seriously.**

Do not think you will not be caught; there are many ways to detect plagiarism.

- Markers can spot changes in the style of writing and use of language.
- Markers are highly experienced subject specialists who are very familiar with work on the topic concerned — they may have read the source you are using (or even marked the essay you have copied from!).
- Internet search engines and specialised computer software can be used to match phrases or pieces of text with original sources and to detect changes in the grammar and style of writing or punctuation.

Penalties for breaking the regulations

If your work is submitted and it is discovered that you have broken the regulations, one of the following penalties will be applied:

- the piece of work will be awarded zero marks;
- you will be disqualified from that unit for the examination series in question;
- you will be disqualified from the whole subject for that examination series;
- you will be disqualified from all subjects and barred from entering again for a period of time.

The awarding body will decide which penalty is appropriate.

REMEMBER – IT'S YOUR QUALIFICATION SO IT NEEDS TO BE YOUR OWN WORK

