

Alternative Assessment Arrangements for 2021 - TAG

KS5 Technical Qualifications

3625-20 L2 Healthcare, Care and Childcare

3625-30 L3 Adv Technical Diploma in Health and Care (540)

3625-31 L3 Adv Technical Extended Diploma in Health and Care (1080)

3134-20 L2 Working in Dental Settings

Agenda

- Policy background
- Results dates for technical qualifications
- Teacher Assessed Grades (TAGs)
- Determining TAGs
 - Examinations
 - Synoptic assignments
 - Other centre assessed components
- Employer Involvement
- Bookings
- Timelines
- What next

Information is current at the point of delivery but may be subject to change

More information will be published over the coming weeks and Colleges are reminded to keep a regular eye on all communications on our website and also those sent directly to College contacts

Covid 19 – City & Guilds Technicals Information webpage

<https://www.cityandguilds.com/covid-19/assessment-arrangements-for-2021/technical-qualifications>

Policy background

Ofqual has put in place a new regulatory framework – **the VTQ Contingency Regulatory Framework (VCRF)**. The framework covers certificating and non-certificating students who were expecting to take assessments between **1 August 2020 and 31 August 2021**.

The VCRF allows awarding organisations to issue results via alternative arrangements when an exam did not take place and/or when students cannot complete all internal assessments. This includes issuing results based on teachers' judgements of students' performance, to be referred to as Teacher Assessed Grades (TAGs).

Link to high level summary for Technical Qualifications 2021:

[alternative-assessment-arrangements-for-technical-qualification-summer-2021-pdf.ashx \(cityandguilds.com\)](#)

Technical Qualification Results dates 2021

Results days will align to the dates for General Qualifications (A levels and GCSEs).



Qualification	Results available on Walled Garden to centres	Results can be released to students
Level 3	Monday, 9 August	Tuesday, 10 August
Level 2	Wednesday, 11 August	Thursday, 12 August

Summary of TAG

Centres should continue the teaching and learning to ensure full coverage of the qualification content as far as is possible, and if it is safe to do so.

For summer 2021 it is a requirement that all results will be submitted through a TAG process.

1. Teacher Assessed Grades (TAGs) will be judgements based on the tutor's assessment of the evidence of a student's performance.
2. TAGs will be at assessment for **each** component level e.g. exam and synoptic
3. They will be subject to your **internal verification and City & Guilds external quality assurance process** prior to release of results
4. We will support centres throughout to ensure that the process used to determine grades is rigorous and meets our quality assurance requirements see later slides
5. A updated timeline graphic has been published on our website in the **Alternative Assessment Arrangements Guide V1.2 April 2021**
6. The judgement should be based on **actual evidence rather than potential performance.**

[Technical Qualifications - Assessment Arrangements - Covid-19 | City & Guilds \(cityandguilds.com\)](https://www.cityandguilds.com/uk/qualifications/assessment-arrangements-covid-19)

Differentiating from Centre Assessment Grades (CAGs)

Centres should not make comparisons to the Centre Assessment Grades (CAG) approach adopted last year 2019/20 , which were a **prediction** of the grade that students would most likely have achieved had they sat their assessment as normal.

TAGs are different and must be determined based on actual assessment **evidence** covering the knowledge, understanding or skills that would normally have been assessed (i.e. the evidence must be valid for that particular assessment).

Centres should familiarise themselves with the information provided in the Guidance document and **not** rely upon last years' experience.

TAGs will be judgments based on the tutors assessment of the evidence of a students performance

Documents already emailed to all Colleges and dates

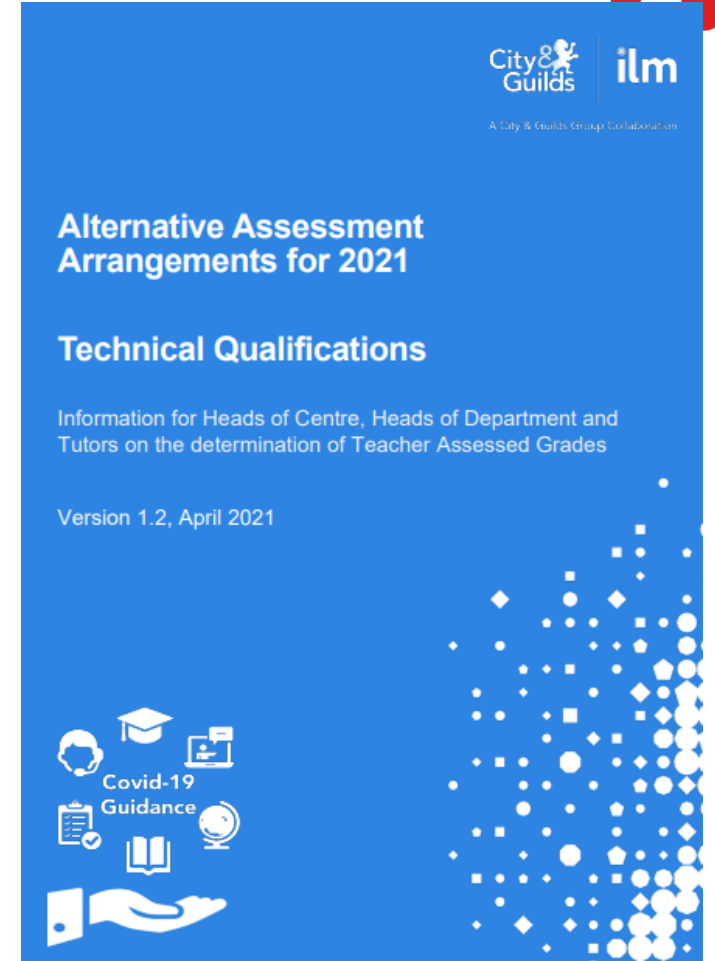
Alternative Assessment Arrangements for 2021 - 8th March 2021
Guidance Document

Alternative Assessment Arrangements for 2021 – published on the
22nd March 2021 information for Heads of Centre/Department,
Tutors on the determination of TAG

Update and sent out on the 12th April 2021

Update sent out on the 20th April - see link to current Guide below.
Please ensure you read if not done so already.

<https://www.cityandguilds.com/-/media/cityandguilds-site/documents/covid-19/tag-centre-guidance-technical-qualifications-pdf.ashx?la=en&hash=EFA88923E5452331AB041D94A3BA1682940AFA9>

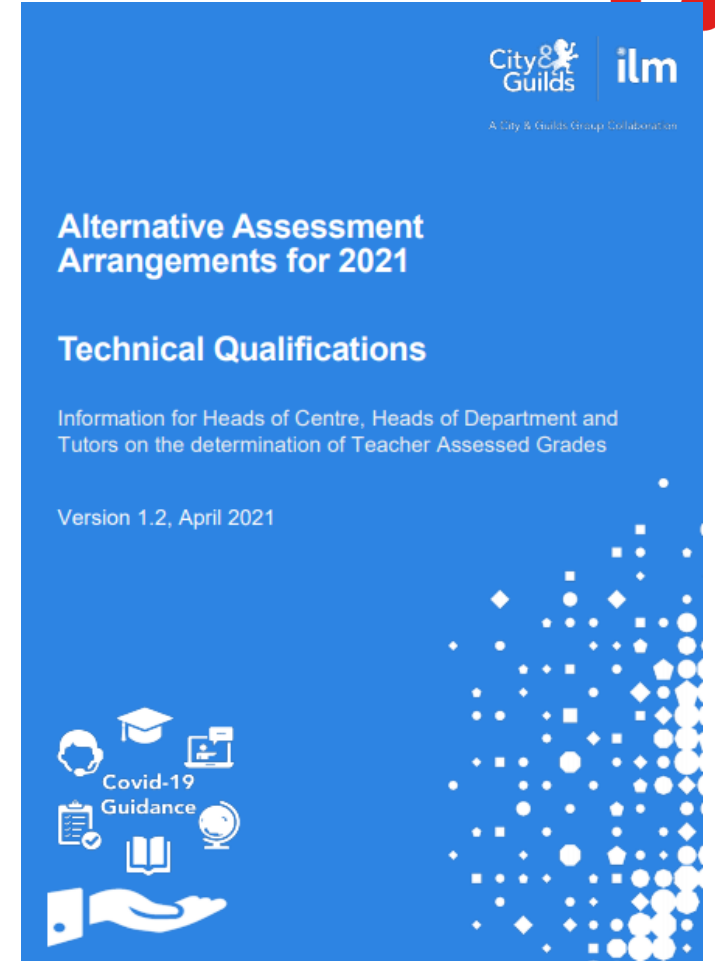


Guide information Version 1.2 April 2021

This guide will include clear guidance on;

- Overview of the TAG process
- Internal Quality Assurance process
- External Quality Assurance process by City & Guilds
- Centre Policy and Approach (CPA) form - which will provide and overview of your TAG processes

- Access arrangements and reasonable adjustments
- Extenuating circumstances for students
- Grade requirements for the exam and synoptic and which students you will need to submit evidence for
- Late submission of TAG evidence



City & Guilds Technical Qualifications 2021 Timeline for Teacher Assessed Grades (TAG)- updated

Section 2 Timeline of key dates



Friday 21 May – centres are required to submit a form outlining their internal process for TAG

This document is called the “**Centre Policy & Approach**” (CPA) form which will be published shortly on our website and where to submit

Deadline for all TAG evidence is the 18th June 2021

Teacher Assessed Grades (TAG)

Examination

- The dated spring and summer examinations for 2021 have been cancelled.
- All eligible students will be required to have a result determined for the exam by a TAG.
- We provided a suitable resource that can be used by centres to assist with the determination of a TAG – this was published on Friday 16th April – centres were informed on the 19th April.

Synoptic assignment

TAGs will be required for EACH assessment component for the qualification and for each student.

- The synoptic assignment result for 2021 will be determined by a TAG.
- It is strongly advised that the synoptic assessments should continue to be taken as normal or via the published adaptations where it is safe to do so following Public Health guidance. These have all been updated to include task adaptations if required. These can be found on the qualification webpage.
- All College tutors have been previously made aware of this.

Resources to support the Exam TAG process

To determine a TAG, sufficient learning must have been completed.

We made available 16th April a **suitable resource** that can be used by centres to assist with the determination of a TAG. This may be taken:

- Supervised conditions (in class or remotely)
- Unsupervised conditions (at home) – the centre should ensure authenticity (e.g. through a validation discussion with students, and a signed declaration retained as evidence)

Although not compulsory, we strongly recommend that you use this **suitable resource** to assist in the determination of the exam TAG.

Centres should aim for all students in the cohort within your centre to take the sample materials at roughly the same time (to support security of the assessment and hence the strength of the evidence).

Resources to support the Exam TAG process

Where to find the 'Suitable Resources' to support the **Exam TAG process** with your students

If you go onto to your respective qualifications webpages on our main website you will see under the re Documents/'Assessment Martials' tab the red tab below .

Here you will find additional assessment support/set of questions, written response booklet and support materials marking guidance.

You will see that two of these documents are password protected, the passwords to use are the same as the ones you already have for your synoptic assessments.

Although not compulsory, we would recommend you use these new resources with your students to assist you in the determination of a TAG for their exam.

TAG Assessment Support Materials



Resources to support the TAG process for the Exam

A combination of other evidence can be used alongside the TAG Assessment Support Resources **or instead of**, to contribute towards the determination of the exam TAG, such as:

- Results from any completed existing past papers
- Previous exam results, for example any re-sitting students or those with relevant smaller qualifications
- Relevant evidence from any other centre assessed components that have not been fully completed or submitted
- Any formative or practice exam/assessment results
- Overall student performance
- Coursework/homework
- Internal tutor assessment and progress data
- Any other records of student performance over the course of study

Using Synoptic Assignments for the TAG process

- The synoptic assignments will provide the best evidence to support the determination of TAGs. All synoptic assignments have been updated to include guidance around individual **task adaptations** to support their delivery and assessment .
- This guidance can be found at the beginning of the **‘Task instructions for centres’** section.
- To ensure that evidence produced using synoptic assignments is robust and reliable, we recommend that they are completed under the levels of control detailed in the qualification and/or assessment materials e.g. supervised conditions
- **So how are you undertaking the synoptic assignments for 20/21? Business as usual on site OR applying the published task adaptations?**


Synoptics – adaptations including publication dates





- We have put in place specific task adaptations that can assist centres in delivering assessments safely and rigorously.
- These can be applied even where TAGs are being used. See the qualification pages on the website:

<https://www.cityandguilds.com/qualifications-and-apprenticeships/health-and-social-care/care/3625-technical-qualifications-in-health-and-care#tab=documents>

<https://www.cityandguilds.com/qualifications-and-apprenticeships/health-and-social-care/dental-nursing/3134-level-2-technical-certificate-in-working-in-dental-settings#>

Synoptic Assignment 2021			
 3625-031 2021 Synoptic Assignment Recording Forms docx	59 KB	08 Sep 2020	
 3625-031 2021 Synoptic Assignment with adaptation 1-1 pdf	500 KB	26 Mar 2021	
 3625-033 2021 Synoptic Assignment with adaptations v1-1 pdf	501 KB	26 Mar 2021	

 3134-021 2021 Synoptic Assignment with adaptations v1-1 pdf	425 KB	18 Mar 2021
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Synoptic Assignments 2021			
 3625-021 2021 Synoptic Assignment Recording Forms docx	86 KB	08 Sep 2020	
 3625-021 2021 Synoptic Assignment with adaptations v1-1 pdf	423 KB	18 Mar 2021	

Synoptics

Centres are advised that teaching, learning and assessment should continue, as far as is possible and if it is safe to do so. Therefore, **completed synoptic assignments (with or without permitted adaptations)** could be used as the sole evidence to form the basis for a TAG.

Where it is not possible to complete the synoptic assignment in full (with or without adaptations) then centres can use a range of evidence that maps clearly to the gaps in the assessment, and this may be evidenced through:

- Formative assessment
- Demonstration and performance of skills-based activities
- Previous/other quals achievement
- Results of any completed optional/mandatory centre-assessments from year one or year two
- Internal marks for centre synoptic assignment tasks that have not been fully completed
- Internal marks for any other centre assessed components that have not been fully completed or submitted
- Overall student performance
- Classwork/homework
- Internal tutor assessment and progress data
- Any other records of student performance over the course of study

Centres may be required to submit evidence as part of our external quality assurance monitoring and sampling.

Validation discussions

Some tasks within the synoptic assignment can be taken remotely rather than in supervised conditions.

Where this adaptation is used and where this applies, the assessor should carry out a **validation discussion** with the student to ensure the authenticity of the work.

A **validation discussion** is an example of how centres can ensure the authenticity of evidence produced by students remotely and unsupervised. It may consist of several probing questions to ensure it is the students' own work. This may be along the lines of “*how did you come to that...*”, “*why did you take that...*”. It should not replicate the evidence provided or be taken into consideration as part of the marking/grading process.

The validation discussion does not need to be recorded other than confirmation that the discussion was held and its outcome.

If this applies this is explained in the adaption task guidance.

Employer Involvement & Work Experience

- **Employer Involvement:** The requirement for employer involvement has been relaxed for the period covered by these alternative arrangements. Centres will not need to submit anything to City & Guilds.
- Mandatory work experience requirements have also been waived for this year.
- **Please ensure that you have made a booking in Walled Garden for all components, including employer involvement. This will enable us to process the overall qualification and ensure the rules of combination are met.**

Bookings

- To be eligible for Teacher Assessed Grades (TAG), students must have a valid registration for the qualification you wish to submit the TAG and are due to complete their assessment/qualification between **01 August 2020 and 31 August 2021**, plus a valid booking on Walled Garden for all relevant assessment components (**exam, synoptic assignment, centre assessed components and employer involvement**).
- Centres must check **AND** ensure all bookings have been made by **30 April 2021** . Please don't cancel any bookings previously made in Walled Garden, as you'll need these to be able to submit TAGs for your students.
- For exam components, any students who were **not** booked for the Spring exam series should be booked for the Summer exam date if you intend to submit a TAG. **Please book the paper version of any dated entry exam, not the e-volve component.**
- Please check the rules of combination for the qualification, either in the qualification handbook or on the Walled Garden catalogue for further guidance.

6 steps

3.4 Overview of the TAG process



What next....

Short guidance videos will be available from **wb 19 April** which will outline the following:

- Updated details on the timeline and key dates
- What Colleges need to submit prior to TAGs (internal process overview)
- Paperwork that will need to be completed by Colleges
- How to assign grades
- Update on how centres will submit TAGs and evidence to City & Guilds
- Internal and external quality assurance process
- Support available for centres.

As a reminder:

- Please do not upload anything onto Moderation Portal – you will be informed soon as to how C&G will collect TAG evidence this year
- Please make sure your student bookings have been made for exam, synoptic and employer involvement components of the technical qualifications
- Specific FAQs will be updated regularly – please keep your eye on these on our website see next slide
- Specific webpage updates will continue to be published
- Specific sector communications updates will follow through to College contacts

What next....

19th April – resources published that can be used to assist with the determination of TAGs for the exam component - **additional assessment support materials** and these will be found on the specific Technical Qualification webpages.

<https://www.cityandguilds.com/qualifications-and-apprenticeships/health-and-social-care/care/3625-technical-qualifications-in-health-and-care#>

<https://www.cityandguilds.com/qualifications-and-apprenticeships/health-and-social-care/dental-nursing/3134-level-2-technical-certificate-in-working-in-dental-settings#>

Wb 19th April - we will begin to release a series of short guidance videos to support centres with the required TAG and internal quality assurance **processes**

Wb 19th April - centre tutors will be contacted directly via email by either of the following:

- **Health , Care and Childcare Sue Harwood – Principal Moderator OR Dawn James – Moderator**
- **Dental - Graham Hogg – Principal Moderator**

What next

27th April 11- 12pm - a further teams meeting with College tutors is being scheduled for the delivered by Suzi Gray, Technical Advisor Health, Care and Childcare suzi.gray@cityandguilds.com .Tutors will be emailed the link directly by Suzi Gray nd should have received already.

Friday 21 May – centres are required to submit a form outlining their internal process for TAG (date has been moved and was previously the end of April) this document is called the “**Centre Policy & Approach**” (CPA) form

We are also updating the FAQs to support centres on TAG, please refer customers to the FAQs to help answer any questions.

[Technical Qualifications - Assessment Arrangements - Covid-19 | City & Guilds \(cityandguilds.com\)](#)

Updated 23 March 2021 - Frequently Asked Questions (FAQs)

Contacts for support

Technical Advisors Health, Care & Childcare

Paul Robottom

paul.robottom@cityandguilds.com until 28th April 2021

Suzi Gray after 28th April 2021

suzi.gray@cityandguilds.com

Alison Whittle for L3 Grading Calculator

alison.whittle@cityandguilds.com

Technicals Quality team

For all other queries relating to these arrangements, contact our Quality team who are available Monday to Friday 8.30 am to 5 pm excluding UK public holidays.

technicals.quality@cityandguilds.com

T: 0300 303 53 52