

May 2020

Dear learners,

### **Changes to City & Guilds assessments/qualifications for Northern Ireland Learners in Summer 2020, due to COVID-19**

As the Awarding Organisation for the City & Guilds vocational qualification you are undertaking, we are writing to give you an update on the assessment process that has been put in place with your learning provider for your qualification.

We understand that these past few weeks and months have been very unsettling for you, with the temporary closing of schools, colleges and learning providers – and the impact this has had on assessments and exams this summer.

We are working to support your teachers/tutors and assessors to make sure that if you were expecting to take an assessment or exam between 20 March and 31 July, you are treated as fairly as possible, and that wherever possible you can get a result and progress onto the next stage of your education, or in your work, as planned.

We have determined the approach that will apply to your qualification based on the purpose and nature of your qualification, and where appropriate in collaboration with other Awarding Organisations, employers and sector bodies.

There are three types of approach to our assessments and qualifications that may be used for the City & Guilds qualification that you are taking:

- **Estimated/calculated** – this is where your tutor will draw appropriately on a range of trusted evidence and will submit a centre assessment grade based primarily on their professional judgements of what result you would most likely have achieved had you taken your assessments this summer. City & Guilds will quality assure these centre assessment grades.
- **Adapted** – this is where the assessment or the controls around the assessment have been changed or relaxed.
- **Delayed** - unfortunately in some cases neither estimation nor adaptation is possible and we will need to delay your assessment or qualification. This could apply to licence to practice, qualifications considered 'high risk' or where the industry body has determined that assessments will be delayed. If your qualification falls into this approach, please do not worry, although the timeframes will have changed, your learning provider will be planning

how best to complete your qualification and will keep you updated on next steps.

- In some cases, a qualification may have a mixed approach e.g. - a qualification that has a primary approach of adapt may also contain assessments that are calculated and/or delayed.

In all cases, your learning provider will explain how these approaches apply to you personally and what next steps will take place.

More detailed information and guidance can be found on the government website regarding the [Extraordinary Regulatory Framework](#) and [awarding qualifications in summer 2020](#).

The approach for the qualification that you have taken can be found on our website here - <https://www.cityandguilds.com/covid-19/mitigation-approaches-for-vrqs-nvqs>.

Once again, we appreciate how difficult this unprecedented situation is for you, so please be reassured that we are working closely with your learning provider to ensure that your grades are a fair reflection of your abilities and performance.

If you have any questions, please contact your learning provider directly.

Best wishes,

**Mandy Smith**  
Executive Director, City & Guilds