

Monday, 04 May 2020

Important update



Dear Centre,

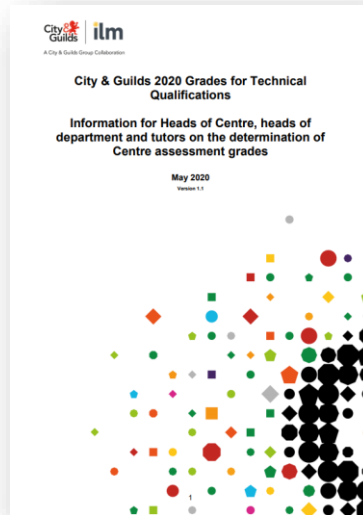
Important Information: Grades for Technical Qualifications

We hope that you are well and keeping safe. As City & Guilds has previously announced, the summer 2020 assessment series has been cancelled in order to help fight the spread of the Coronavirus (COVID-19). In these unprecedented and difficult times, we as an Awarding Organisation have a responsibility to support our centres in ensuring that:

- the maximum number of candidates possible receive the results that they would have most likely have achieved had they been able to take their assessments in summer 2020; and
- these candidates are protected, as far as is possible, from being systematically advantaged or disadvantaged by the current situation.

The overarching aim for this summer is that we must collectively work together and do what we can to ensure that all candidates are treated as fairly as possible and are able to complete and progress onto the next stage of their career or education. We appreciate that these times that we find ourselves in are concerning and frustrating and we would like to take this opportunity to thank you for your patience as we work through the details of the processes and requirements to ensure that you are supported in making the right judgement for your candidates.

We have put together a document providing [Information for Heads of Centre, heads of department and tutors on the determination of Centre assessment grades](#). This document is the first in a series of communications and guidance materials that we will provide to you over the coming weeks and months, to support you in the process of determining centre assessment grades for, and rank ordering of, your candidates for the City & Guilds Technical Qualifications.



We are also making available the timeline for completion of activities which is available [here](#).

1	2	3	4	5	6
4 May 2020 Final candidates	1 June 2020 Release papers	26 June 2020 Release cases	1 July – 31 July 2020 City & Guilds Quality Assessment process	1 August 2020 Qual 1 Results day	29 August 2020 Qual 2 Results day
Candidates in producing centre assessment grades and rank ordering based to centres	Submission window for centre assessment grades and rank ordering opens	Submission window for centre assessment grades and rank ordering closes	City & Guilds will undertake quality assurance of the centre assessment grades and will make a record of the most suitable centre of origin.	Results released to candidates	Results released to candidates
<p>Technicals Quality Team:</p> <p>If you have any questions, please contact us:</p> <p>• Technicals@cityandguilds.co.uk ☎ 0208 800 0000 (open 9-5, Mon-Fri)</p>					

Further communications that will be forthcoming include:

- Administrative details for the submission of centre assessment grades and rank order
- Recorded step-by-steps guides and instructions on how to complete the submission process
- Important news alerts, FAQs and updates to the website

Please visit the City & Guilds [COVID-19 Technicals Qualification](#) area of the website and also the [Technicals Resources and Support](#) pages (under updates).

Help and support...

We understand that you will have questions and queries, and our team are on hand to support you:



technicals.quality@cityandguilds.com



0300 303 5352 (option 2, option 3)

Please note that our telephone lines are open Monday to Friday 09.00-12.30 and 13.30-17.00 excluding UK public holidays.

Kind Regards,

Technicals Quality team
City & Guilds



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