

November 2024

Dear Parents/Carers

**Non Examined Assessment (NEA) 2024-2025**

NEA is work produced by pupils for final examinations, and marked internally by the school. This happens in some, but not all, subjects at Thomas Keble School.

This work is always moderated both internally to ensure marking is consistent, and then externally to ensure the marks awarded are in line with the expectations of the exam board.

The Joint Council for Qualifications states the following:

***“Candidates must be informed of their centre assessed marks so that they may request a review of the centre’s marking before marks are submitted to the awarding body”***

In practice, this means that pupils are given the marks before they are submitted to the exam boards in May. It is important, therefore, for pupils to hand in their coursework, by the deadlines given by their teachers, in order for this statutory process to be carried out. The table below indicates the key dates for each of the relevant subjects;

	Deadline to Complete NEA	Deadline for students to be informed of marks	Deadline for request of marking explanation <sup>1</sup>	Deadline for request for review of marking <sup>2</sup>	Deadline for review of marking to be completed <sup>3</sup>	Deadline for marks to exam board
Art	28 April	6 May	9 May	12 May	19 May	31 May
iMedia	28 March	11 April	29 April	2 May	9 May	15 May
Drama	21 March	4 April	9 April	28 April	2 May	7 May
Food	21 March	4 April	9 April	11 April	30 April	5 May
GCSE PE	31 March	11 April	29 April	Mod visit date	2 May	7 May
Hospitality & Catering	31 January	14 March	21 March	28 March	11 April	5 May
Music	28 March	4 April	9 April	11 April	2 May	7 May
DT Timbers	20 March	11 April	29 April	2 May	9 May	15 May
Sport Science	22 March	11 April	29 April	2May	9 May	15 May
Textiles	28 February	14 March	28 March	4 May	11 May	31 May
EL Maths	4 April	11 April	29 April	2 May	9 May	15 May
EL History	4 April	11 April	29 April	2 May	9 May	15 May
EL English	4 April	11 April	29 April	2 May	9 May	15 May
EL Science	4 April	11 April	29 April	2 May	9 May	15 May

EL = Entry Level

<sup>1</sup> Pupils can request details of how their marks were awarded however this must be requested by the date specified above. Pupils will need to request a form from the Data Office (NEA Stage One form). If they disagree with the marking they can move to stage two (see next point)

<sup>2</sup> Pupils can request a 'review of marking' by completing a NEA Stage Two form, available from the Data Office. The fee for this service is £12.50 payable when the request is made. Requests must be made by the date specified above. Following this independent review, marks can go down as well as up.

<sup>3</sup> Pupils will be advised of the outcome by the end of the day of the date specified above. There is no further appeal allowed after this stage.

Once the work is submitted to the exam boards, it is subjected to rigorous external moderation. There are one of three outcomes; the marks stay the same, the marks go up or the marks go down.

Yours faithfully

Mrs N Blight  
Exams/Data Manager