

Notification of Circumstances Adversely Affecting Performance

Please use this form to explain in detail any circumstances which have substantially and adversely affected performance in assessment activities being used to grade qualifications in the Summer 2021. Wherever possible, please provide supporting evidence of the circumstances.

Return this notification form to the Exams Officer, Mrs Fulton by emailing farrah.fulton@hayleacademy.net or as a hard copy to Reception, marked for her attention.

All notifications must be received by Hayle Academy by Friday 28th May at the latest.

Student Name:

Tutor Group:

Candidate Number:

Subject (s) adversely affected by circumstances (please list all subjects which have been adversely affected)

Assessment (s) adversely affected by circumstances (with dates, please list all assessments which have been adversely affected)

Details of circumstances. Please provide as much detail as possible including:

Date on which adverse circumstances first began, information/ concerns previously shared with school and member(s) of staff informed, help/assistance which is being provided outside of school e.g. by GP, medical or other professionals, a description of the impact the circumstances have had on you to explain why your performance has been affected.

Evidence: please list the evidence which you can provide to support your notification and attach copies of the evidence to this form. Examples of evidence include a letter (or similar) from your GP or medical professional, a letter from an agency or organisation who are supporting you, or copies of emails.

Authentication:

I/We confirm that the information given in this notification is accurate and correct and describes significant circumstances beyond my/our control that have had a substantial adverse impact on performance. I/We understand that providing false, misleading or inaccurate information could be considered malpractice and will be reported to the Awarding Body.

Student Signature _____ Date _____

Parent/ Carer Signature _____ Date _____

Please return this form by Friday 28th May at the latest to

Mrs Fulton, (Exams Officer) farrah.fulton@hayleacademy.net

For Internal Use Only:

Decision and Reasons:

Signed _____ (Chair) Date _____

Signed _____ (Head of School) Date _____