

SET CHANGE PROTOCOLS

INTRODUCTION

At Gordon's we believe in setting within the core subjects; English, Mathematics, Science and Modern Foreign Languages.

Students will, on occasions, move sets and the protocols for this are detailed below. As the professionals teaching students every day, we are in the best position to make judgements on the appropriateness of the set that a student should be in.

The School's reporting process provides indications of progress throughout the year and parents are encouraged to contact the School if they have concerns. However, set moves are predominantly based on end of year assessments and some students may move down a set as a result of such assessments without necessarily performing poorly or demonstrating significant concern during the year.

Set movements should not be viewed negatively and often a student is better served, certainly in the short term but perhaps longer, from moving down a set. Students through Key Stage 3 in particular, have the opportunity to move back up to the previous set.

ENGLISH

The English Department continually monitors all students' progress throughout the year through marking students' class work, prep work, Tri-Weekly tests and Key Assessments. During the year, the class teacher can recommend a student to the Head of Department for a set move to take place, who will then decide on an individual basis.

At the end of Years 7, 8 and 9, students will sit an 'end of year test'. **This is likely to lead to some set changes in preparation for the following September.** Parents will be informed of the dates of these tests in advance.

For all set changes, parents will be informed via an email home.

MATHEMATICS

Key Stage 3 students are given two formal assessments each year. The 'Mid-Year Test' takes place during the first half of the Spring Term and the 'End of Year Test' takes place during the first half of the Summer Term. These tests are used to judge students' progress, **but are also likely to lead to some set changes taking place; particularly in the Summer Term in preparation for the following September.** Parents will be informed of the dates of these tests in advance.

For all set changes, parents will be informed via an email home.

SCIENCE

Key Stage 3 students have two formal assessments each year **and the results of these are used as a basis for re-setting.** For Years 7 and 8, this re-setting occurs towards the end of the autumn and summer terms. For Year 9, the re-setting takes place towards the end of the autumn and spring terms. Parents will be informed of the dates of the tests in advance.

For all set changes, parents will be informed via an email home.

