

January 2024

Dear Parent / Carer

## Re: Key Stage 4 - BTEC Level 1/2 Technical Award in Enterprise

As you will be aware, I wrote to you in November with details of Component 1 of the Enterprise course which comprises 30% of the final BTEC grade.

The formal assessment for Component 1 will take place between Tuesday 23<sup>rd</sup> January and Friday 15<sup>th</sup> March. For this component, students are asked to write about a small or medium enterprise. The students have chosen the business they wished to research and they are permitted to take into the assessment, a pack of resources to support them.

The students have been given a copy of the assignment and they have been preparing for the supervised assessment in recent lessons.

During the assessment the students must work independently and should not share their work with other learners. All work must be their own and they must sign a declaration of authenticity to confirm this. If group work or collaboration is permitted, they must produce their own independent responses and evidence for the tasks. Any sources of information, ideas, text, audio and/or visual assets created by others that they include in their work must be clearly identified and referenced. Using the work of others as their own or without proper acknowledgement is considered plagiarism and can result in disqualification from the assessment. They may ask their teacher for support if they have questions about the requirements of tasks, what evidence they need to produce and any resources they are allowed to access, such as their own course notes and access to the internet to source audio/visual content. The teacher cannot give them feedback about how to improve their work or guide them to solutions to any questions or problems in the tasks.

The assessments will be internally marked by myself and the work will then be externally moderated by the exam board.

As always, it is important that that all the students are punctual to their Enterprise lessons to maximise the time available to complete the assignment.

If you have any questions please do not hesitate to contact me via email at MHSinfo@consilium-at.com

Thank you for your continued support.

Yours faithfully

Mr C Bullen Teacher of Computing and Enterprise

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