

Dear Headteacher,

GCSE grading is changing...

...and we need your help to make sure everyone at your school understands it.

I am writing to ask for your help to raise awareness and understanding of the new GCSE grading structure.

New GCSEs in England will be graded from 9 to 1, with the A* to G system gradually phased out over the next few years. The changes will affect significant numbers of people, most directly teachers, parents and students. You may have already communicated the changes to your colleagues, students and their parents, or you may be looking for ways to do this. You may also be thinking about other information regarding the reforms that could be communicated. We have a shared interest in building awareness and understanding, and therefore ask if you could please do three things before the end of the autumn term:

- 1) **Pass this letter to your exams officer**, deputy head or another staff member who can keep your school community informed about exams, and ask them to sign up to our e-bulletin, '9 to 1 news', by clicking [HERE](#). *9 to 1 news* will provide subscribers with information about GCSE, AS and A level reforms and invitations to free webinars or other events. You are, of course, welcome to sign up yourself.
- 2) If you have the ability, **send a text message to the parents** of your year 9, 10 and 11 pupils about the new grading system. For a pre-written 160-character message, please click [HERE](#).
- 3) **Add an item to your school newsletter** about the fact that students will have numbers instead of letters for the first time in English language, English literature and mathematics on GCSE results day 2017. Click [HERE](#) for short, medium length and detailed paragraphs you could use, depending on the space available.

I hope you will agree that by working together we can make sure as many people are as informed about the changes as possible ahead of 24 August 2017. For more information on

how the reforms will affect each year group, which might also be of interest to your Chair of Governors and leadership team, please [see this link](#).

Many thanks in anticipation.

Yours faithfully,

A handwritten signature in black ink that reads "S Collier". The signature is written in a cursive style with a long horizontal flourish underneath the name.

Sally Collier
Chief Regulator