The Astley Cooper School

Responsibility • Respect • Resilience

12 May 2025

Dear Parent / Carer

Re: Year 10 English Language Speaking and Listening Non-Examined Assessment

Year 10 students are currently being advised on their Non Examined Assessment unit in their English lessons.

To meet the requirements of this component of the English Language course, students need to deliver a 3 minute speech to their class on a suitable topic of their choice and then answer questions at the end. They are allowed cue cards with notes, but no fully written speeches and no PowerPoint presentations. Although this does not contribute to their overall grade at the end of the course, they will be awarded a pass, merit or distinction which then endorses their certificate. They cannot be awarded their English Language GCSE without completing this part of the course.

English teachers have provided every student with a work booklet that is to be completed from **Monday 12 May 2025** to **Friday 20 June 2025**. If your child has not received this booklet, please have them ask their English teacher before breaking up for 'Work Experience Week'. The workbook will be supplemented with information on Google Classroom and, if necessary, your child is encouraged to ask questions directly to their class teacher for help.

Please ensure your child has completed their speech, which must be brought to school for their Period 2 lesson on Monday 23 June 2025.

As a department, we strongly believe that this part of the curriculum helps students develop the transferrable skill of public speaking and listening, which will be required at A-level, BTEC, and University and beyond. We understand that students find different aspects of the curriculum challenging, but they do need to persevere with this requirement of the course as we are only able to complete and record speeches during lesson times. To help students feel more confident, we encourage them to do as much rehearsal and practise of their speeches as possible.

If there are any questions, please feel free to contact any of the following staff:

Mr Luke Footman – Head of English – l.footman@astleycooper.herts.sch.uk

Thank you for your continued support.

Yours sincerely,

Mr L Footman
Head of English

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