



5th March, 2021

Dear Parents/Guardians

I hope that you and your families continue to keep well.

It is a real pleasure to have our 6th Years back in the school building with us. It is clear that they have missed in-school learning and the interactions with their peers and teachers.

Please see attached an important Department of Education Circular, 007/21, in relation to arrangements for the Leaving Certificate Examinations 2021.

I would like to draw your attention to the most important points noted for your daughter.

#### Revised Completion Dates for Practical Coursework

The table below sets out the revised completion dates for Leaving Certificate practical coursework to take account of the period of school closure from 6 January to 26 February 2021 inclusive. Details are also provided of the arrangements for the submission\* and/or marking of this work.

Coursework Leaving Certificate 2021	Category	Completion Date	Submission/Marking arrangements
Home Economics	1	Completed	Already submitted and marked.
Economics	1	March 15	Retained in school. Printed and returned to SEC together with the written script in June.
History	1	April 23	Retained in school. Returned to SEC together with the written script in June
Geography	1	April 23	Retained in school. Returned to SEC together with the written script in June
Agricultural Science#	1	April 23	Retained in school. Printed and returned to SEC together with the written script in June
Art	2	May 20	Retained in schools for marking

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## Candidate Entries 2021 and Candidate Self Service Portal

The Candidate Self Service Portal (CSSP) will open on **Wednesday 10 March at 12 noon and will remain open until 6 pm on Tuesday 16 March.**

- Students need to log on during this time to confirm their subject and level entry details.
- In order to log into the Portal students will need their Examination Numbers. These are available in the school.
- Only subjects that students study in school will be displayed and **students who are taking additional subjects outside of school need to add these in.**

## Opting in for Leaving Certificate Exams

Candidates will also be able to indicate whether **they want to take the examinations, or to receive SEC Accredited Grades, or both when they log on to the Portal.**

**It is imperative that students keep all their options open at the moment so we are strongly advising each student to enter their preference to sit the Leaving Cert Exams.**

If they state that they do not intend to sit Leaving Cert Exams in the portal **they cannot change their minds at a later date. There will be no facility for them to opt in to sit Leaving Cert examinations after the 16th March 2021.**

*They will, however, be able to decide at a later date NOT to sit the exam if they opt in now (explained below).*

## Selection of Levels

Candidates will have a further opportunity at the end of April/early May to confirm their levels in each subject. At that time, candidates can also withdraw their intention to take the written examination.

The level selected by candidates at the end of April/early May will be an absolutely final decision when it comes to the level – Higher, Ordinary or Foundation – in which they will receive their accredited grade in each subject. As teachers will then be in the estimation process, candidates (or schools) will not be permitted to change levels for the purpose of the accredited grades process after that time.

## Out of School Subjects

Further details concerning arrangements for students attending recognised schools but studying subjects out of school and students studying entirely outside of schools will be available shortly. It should be noted that in both cases, for reasons of equity and fairness these students will need to be able to provide substantial evidence of their learning to be eligible for consideration for Accredited Grades. These additional subjects studied outside of school must be entered in the Portal when it opens.

## Orals, Practicals and Music Practical Performance Test, 26th March to 15th April

Oral Examinations Oral examinations in Gaeilge and the Modern Foreign Languages will be arranged by schools during the Easter period and shortly after, outside of tuition time and subject to public health advice. Tests should be undertaken in school by a teacher of the school wherever possible.

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### **Practical Performance Test in Music**

The Practical Performance Test in Music is planned to take place in the second week of the Easter holiday. The tests will be conducted by examiners appointed by the SEC.

Please speak to your daughter as the Candidate Self Service Portal (CSSP) opens to guide her **to opt in to the Leaving Certificate examinations** and to check that she has completed all aspects in the portal correctly.

Please also review the full details of Arrangements For The Leaving Cert Examination 2021 attached. If your daughter needs any additional assistance around the portal or any aspect that she is unclear about the Guidance Department will be happy to help

Yours sincerely



Principal

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