



**Pearson**

**Administrative Support Guide  
(Instructions for the  
Conduct of the Examination)**

June 2017

GCE Drama and Theatre Studies)

Units 6DR01, 6DR02, 6DR03 & 6DR04

Edexcel qualifications come from Pearson, the UK's largest awarding body. We provide a wide range of qualifications including academic, vocational, occupational and specific programmes for employers.

Through a network of UK and overseas offices, Pearson's centres receive the support they need to help them deliver their education and training programmes to learners.

For further information, please call our Subject Advisor 0844 372 2191, or visit our website at <https://www.pearson.com/>

If you have any subject specific questions about the content of this Administrative Support Guide that require the help of a subject specialist, you may find our **Ask the Expert** email service helpful.

The GCE Drama & Theatre Studies homepage link is [here](#).

# Contents

<b>Section</b>	<b>Page</b>
Key Dates and Summary of Events	4
Entry Information	5
Consortia Arrangements	5
New Centres	5
Submission of Media Evidence	7
Unit 1 (6DR01) – Exploration of Drama and Theatre	8
Unit 2 (6DR02) – Theatre Text in Performance	12
Unit 3 (6DR03) – Exploration of Dramatic Performance	25
Unit 4 (6DR04) – Theatre Text in Context	31
Special Consideration	33
Re-sit Information	35
Non-assessed Students	36
Absent Students	36
Subject Advisor	37

## KEY DATES AND SUMMARY OF EVENTS

Event	Date	Other Information
Consortia Arrangements Deadline	31 January 2017	Final date to send consortia notification form to Deployment Team at Pearson: <a href="mailto:dramavisitingdeployment@pearson.com">dramavisitingdeployment@pearson.com</a> .
Estimated Entries Deadline	10 October 2016	Final date to submit estimated entries.
Notification of Visiting Examiner for Unit 2 (6DR02 – resit only)	Early February 2017	Examiners will contact centres directly by the end of January/early February.
Examination period for Unit 2 (6DR02 – resit only)	6 February to 26 May 2017	Examinations must take place between these dates only.
Entry Deadline	21 February 2017	Final date for Examinations Officer to submit student entries
Notification of Moderators for Unit 1 (6DR01 – resit only) and Unit 3 (6DR03)	April/May 2017	Pearson will send details of Moderators to Examination Officers in centres.
Deadline for receipt of OPTEMS, materials and marks to Unit 1 and Unit 3 moderators.	15 May 2017	Work should be dispatched as soon as the centre has received the Moderator’s details.
Examination date for Unit 4 (6DR04)	23 June 2017 (AM)	Duration 2h 30m
Restricted Release Results Day	16 August 2017	Restricted release of results to centres only. View results on Edexcel Online and on Results Plus via Examinations Officer.
Results Day	17 August 2017	Release of results to candidates.
Post Results Services (EAR2P)	<a href="#">Date TBC JCQ</a>	Final date for requesting Priority Service 2 Enquiries About Results and requesting priority scripts
Post Results Services (EAR)	<a href="#">Date TBC JCQ</a>	Final date for Enquiries About Results applications. Refer to the JCQ Key Dates for more information.
Post Results Services (ATSC)	<a href="#">Date TBC JCQ</a>	Final date to apply for the return of examination scripts if ordered via Access to Scripts service.

## ENTRY INFORMATION

It is vital that entries are submitted in order to ensure that both Moderators and a Visiting Examiner are allocated to your centre. These entries must be made by the Examinations Officer.

For 6DR02 resits, the externally assessed unit, please complete [this form](#) (you must open the form in Google Chrome) so that examiners can be allocated accordingly. The deadline to complete this form is September 30th 2016.

Final entries for students must be made by **21 February 2017** via Edexcel Online.

## CONSORTIA ARRANGEMENTS

Centres working with students from another centre(s) must ensure that they inform the Drama Deployment Team about their consortia arrangements by **31 January 2017**. Pearson need to be aware that you are working as a consortium centre in order to allocate the same examiner and moderator to all centres covered by the arrangement. Students should be entered by their 'home' centre but their work must be submitted by the teacher/centre assessing the work.

You can find a copy of the required JCQ form at [www.jcq.org.uk/exams-office/forms/centre-consortium-arrangements-form](http://www.jcq.org.uk/exams-office/forms/centre-consortium-arrangements-form)

This form must be completed and sent to [dramavisitingdeployment@pearson.com](mailto:dramavisitingdeployment@pearson.com) or sent to Drama Deployment, Pearson, 190 High Holborn, London WC1V 7BH.

## NEW CENTRES

It is strongly recommended that all teachers make arrangements to access the controlled assessment example work on the GCE 2009 Drama website. The DVD of the practical session may be ordered from the Pearson website <http://qualifications.pearson.com/drama>

**Teachers:** If you have any subject specific teaching queries please contact the Subject Advisor on 0844 372 2191 or e-mail [TeachingPerformingArts@pearson.com](mailto:TeachingPerformingArts@pearson.com)

**Examinations Officers:** If you have any questions relating to entries, registrations, training courses, Edexcel Online (EOL), invoices, certificates, eligibility, approvals or results please contact Service Operations on 0844 463 2535 or e-mail [examsofficers@pearson.com](mailto:examsofficers@pearson.com)

## **INTERNATIONAL CENTRES**

For international centres, please find our booklet entitled, Information for International Centres Summer on our website. This booklet should be used in conjunction with the GCE Drama Administrative Support Guide (ASG). It is possible to request a Visiting Examiner to mark Unit 6DR02 (RESIT ONLY). However, this is dependent upon the full costs of the visit (i.e. travel, accommodation and subsistence) being met by the centre.

## **CONSENT FORMS AND DECLARATION**

In order for Pearson to provide training and support material for centres, it is essential that all students, teacher-assessors and parents/guardians (where appropriate) complete and sign the Authentication statements and Consent Declaration Form which you can download from the website:

<http://qualifications.pearson.com/en/qualifications/edexcel-a-levels/drama-and-theatre-studies-2008.coursematerials.html#filterQuery=Pearson-UK:Category%2FForms-and-administration>.

**SUBMISSION OF MEDIA EVIDENCE**

1. Refer to your centre’s Data Protection Policy.
2. Ensure that the media is playable or either VLC and/or QuickTime.
3. Ensure the data on the removable storage device is encrypted.
4. Place the removable storage device in a protective envelope, and complete the form below.
5. Enclose this form with the removable storage device.

Centre Name:	
Centre Number:	
Contact Name:	
Please provide the contact details for the person who will have the password to access the data.	
Please sign to confirm that the data is encrypted accordingly, that the media is playable on VLC or QuickTime and that you have provided a contact name and method of contact for the moderator to obtain the encryption password.	Signed:
Print Name:	
Date:	

## 1 UNIT 1 (6DR01) – EXPLORATION OF DRAMA AND THEATRE – 2017 RESIT ONLY

This unit is internally assessed and externally moderated, by post. Pearson will inform centres of the details of their moderator for Unit 1 in April 2017.

Please complete [this form](#) (in Google Chrome) if you are entering candidates for resits of 6DR01. **This does not confirm actual entries and this must be completed on Edexcel Online by February 21 2017.**

Please note that Pearson will not give approval for the texts chosen. Centres must ensure the suitability of the texts for the students.

**The teacher-examiner must award a final mark out of 60 for this unit.**

- 25 marks are available for practical exploration of both texts.
- 20 marks are available for exploration notes on both texts.
- 15 marks are available for evaluation of live theatre.

Marks should be awarded by referral to the assessment criteria printed in the Specification.

Teachers must ensure that all candidates submit their **own unaided** work.

Materials that are not the candidates' own work (e.g. copied or printed factual material downloaded from the internet, or which has been edited or altered by anyone other than the candidate at any time) **must not be submitted** for moderation. Work will be returned to centres if a candidate and/or the teacher do not sign the Coursework Record Card.

Information regarding Controlled Conditions can be accessed on the Pearson website

<http://qualifications.pearson.com/drama>

In centres with two or more teacher-examiners, it is the responsibility of the centre to ensure internal standardisation of marking. The moderation process assumes that this will have been completed by the centre and will make any adjustments to the centre as a whole.



## Sample of Work for Moderation

The pre-printed OPTEMS will be asterisked indicating the candidates whose work is to be sampled. This work, together with the relevant completed materials detailed in section 1.10, and the **middle** (yellow) copy of the OPTEMS, should be posted to reach the moderator by. The name and the address of the moderator will be supplied on a label attached to each OPTEM sheet.

In addition, the centre must send the work of the candidate awarded the **highest overall mark** and the work of the candidate awarded the **lowest overall mark**, if these are not already included within the initial samples selected. The centre should indicate the additional samples by means of a tick in the left-hand column against the names of each of the candidates. The moderator may request further samples, and these must be dispatched by return of post.

The OPTEMS must be completed with **the marks that have been awarded for each candidate as shown on their Coursework Record Cards.**

Teacher-examiners must complete Coursework Record Cards for **all candidates**, as the moderator may wish to see a further sample of work. These should be ready for immediate dispatch to the moderator if requested. Please note that only the students' work will be returned, the Coursework Record Cards will not be returned to centres. It is important to ensure that candidates write their name, candidate number and centre number on each page of their work. Please keep a copy of the Coursework Record Cards and the students' work for your reference.

For centres submitting marks on Edexcel Online the candidates in the sample should be marked with a tick, as appropriate, on the Edexcel Online printout. The annotated printout must be sent to the moderator with the sample of work.

Moderator details will also be available on Edexcel Online when the OPTEMS are released.

## Submission for Unit 1 – Supporting Evidence

Centres are required to submit the following evidence to their Unit 1 moderator as soon as possible after the receipt of the OPTEMS and the completion of the unit, and by.

**Records of Work** – The Records of Work should supply sufficient information to place the candidates' work in context; they must allow the moderator to 'see' the candidates' practical

work. One per play text studied should be supplied. A Record of Work is a written record of what activities actually happened during the classroom lessons/workshops, it is not a lesson plan (DTS1D).

**Coursework Record Card (DTS1A)** – This front sheet **must** be signed and dated by the candidate and the teacher-examiner and stapled to each of the sampled exploration notes.

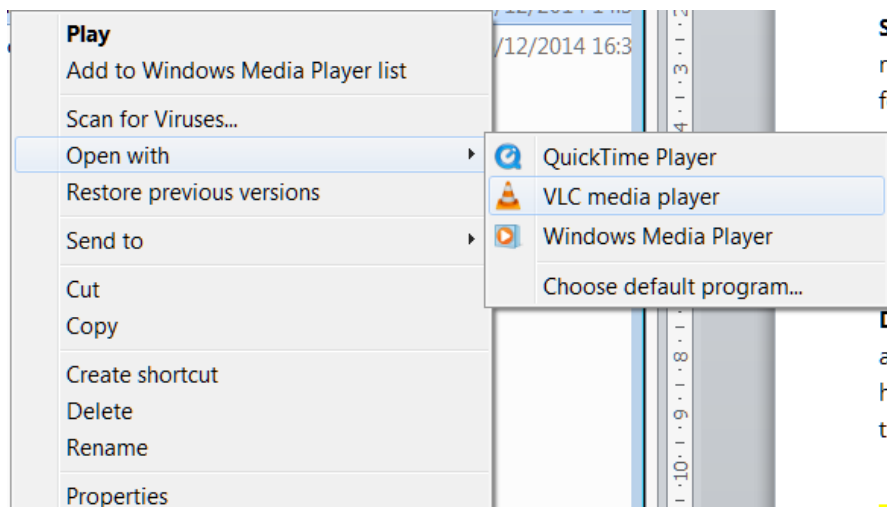
**Sampled Exploration Notes & Evaluation of Live Theatre** – Work for sampled candidates must be submitted on paper and stapled behind the Coursework Record Card. Plastic wallets, folders, envelopes, bound book format with hard cover, etc. must not be used and will not be returned. Centres are reminded that Exploration Notes **MUST NOT EXCEED 3,000 WORDS** to cover both texts. Evaluations of Live Theatre **MUST NOT EXCEED 1,000 WORDS**. Work will only be moderated up to the word limits. Extracts from play texts, illustrations and diagrams will not contribute towards the total word count.

**DVD/USB Recording** – Centres must send, on USB or DVD, one complete recording of an active practical drama session for one text. Each candidate in the group must identify him or herself at the start of the recording. The minimum time for the recording is **30 minutes** and the maximum time for the recording is **1 hour**. The USB/DVD recording **must not** be edited.

Centres can submit video media evidence of the performances on USBs, External Hard Drives and DVDs. A copy of the evidence must be retained in the centre.

New USBs, External Hard drives and DVDs must be used and must not contain any other files.

The file types must be compatible for **both Windows and/or Mac devices**, therefore files types that can be played on VLC Media Player or QuickTime Movie must be used.



Files formatted in any other format cannot be used for moderation, and the correct format will be requested by Pearson.

The recording camera need not be in a fixed position. Although, one placed reasonably near the working area with a wide-angle shot of the teaching group is adequate for Pearson's requirements. Centres with larger groups may wish to focus on areas of activity, to allow the moderator to more accurately check the centre's assessments. Centres must ensure that the best possible recording of a session is sent to the moderator. **Recordings must not be edited.**

The recording and the accompanying protective case must be clearly labelled with the centre number, name, unit code (6DR01) and the name of the text studied.

In situations where the DVD/USB recording is damaged or faulty, centres have the opportunity to re-record before the deadline.

Centres are strongly advised to record more than one session, check the recording and keep a copy of the session sent to the moderator.

**Sample Session Record Card (DTS1B)** – Centres must list the main practical drama activities with timings for each element. They must select and mark 3 candidates: the highest and lowest attaining candidates and one in between, based **solely** upon their practical drama work in the sample session. The Sample Session Record Card must include **supporting comments and marks** for that session only, with reference to the assessment criteria for practical exploration. Centres must provide a brief description of the 3 assessed candidates.

### **Checklist (DTS1C)**

**OPTEMS** – middle (yellow) copy/ Edexcel Online printout.

Copies of the 6DR01 forms referred to in this section can be found by clicking [here](#). The forms should be reproduced as required. A checklist of items being sent to the moderator should be completed and sent with the material.

**It is the responsibility of each centre to keep all materials for this paper in a secure place until requested for moderation.**

## **OPTEMS**

The centre will receive the three-part OPTEMS after the final entries have been made and processed. Upon receipt of the OPTEMS all candidates' marks must be entered on the OPTEMS. Separate instructions for the completion and submission of coursework marks using OPTEMS will be included on the back of each OPTEMS form.

The top (white) copy of the OPTEMS must be dispatched to Pearson. Your examinations officer will have pre-addressed envelopes for this purpose.

In place of the OPTEMS, you may submit your teacher-assessor marks directly onto Edexcel Online at <http://www.edexcelonline.com> and include a printout with the work sent to the moderator.

Centres must keep a copy of **all** materials and marks awarded.

All materials, apart from the Coursework Record Cards, will be returned in the autumn term.

A completed checklist must be sent with the materials to the moderator.

## **UNIT 2 (6DR02) - TEXT IN PERFORMANCE - Section A (RESIT ONLY 2017 – both Section A and B must be resat)**

For 6DR02 resits, the externally assessed unit, please complete [this form](#) (you must open the form in Google Chrome) so that examiners can be allocated accordingly. The deadline to complete this form is September 30th 2016.

Centres are reminded that this unit is an **examination**, which is a **performance** of a monologue/duologue to the examiner. The examiner must have the best seat in the house and the camera should be close to the examiner, and have the second best seat. It is vital that both the examiner and camera must have an unobstructed view of the performances. This is to ensure that **the best possible recording is made of the performance**, as it would be seen by the examiner. **Marks can only be monitored and Enquiries About Results undertaken, where performances can be clearly seen and heard on the recording. Centres must ensure that neither the examiner nor audience obstruct the recording of the performance.**

Unit 2 Section A will normally be marked by a visiting examiner. While every effort will be made to provide every centre with a visiting examiner, this cannot be guaranteed. If it is not possible for an examiner to visit a centre on a given date the recording of the performances will be used as the basis for external assessment.

The recording must be made under examination conditions.

The recording must be a complete, unedited recording of each examination performance and student introductions must be immediately before the performance. If possible, the recording should be date and time stamped. Centres are reminded that recordings are not returned, therefore you must make a copy for your own records.

The examination must take place between **6 February and 26 May 2017**.

Centres will be contacted by their visiting examiner early in the spring term. **Please note that Pearson does not send separate notification of the visiting examiner.** Centres should agree with the visiting examiner a mutually convenient date and time when the examiner will visit the centre. It is important to liaise with your examiner **before** fixing your date and time. **Centres must have a range of possible dates available.** Examiners may be allocated to the same centre for **consecutive years**. Please note that it may not be possible to accommodate changes to the date or time made by the centre. The centre must communicate any changes to the examination date and/or time to the examiner well in advance of the examination. Centres will be allocated the same examiner for both Sections of Unit 2. The visiting examiner will notify Pearson of the agreed arrangements. The visiting examiner will normally arrive at the centre **approximately 30 minutes** before the agreed start time of the first performance.

The following documentation **must** be sent to the visiting examiner at least **7 working days before** the date of the examination. Centres must complete the checklist provided and send it with the correct materials to the examiner.

	Item	Number to be sent
1	Performance Candidate Examiner Comment Sheet <b>DTS2A</b>	<b>1 per candidate</b>
2	For performance candidates: Copy of the candidates Written Performance Concept (max. 500 words) – and text as performed stapled to <b>DTS2B</b> form	
3	Design Candidate Examiner Comment Sheet <b>DTS2C</b>	
4	For design candidates: Copy of the candidates Written Design Concept (max. 500 words) <b>DTS2D</b> (Please tick Section A on the DTS2D	
5	Centre Register of all candidates entered for the exam in candidate number order. Absent candidates must be indicated with 'A' <b>DTS2J</b>	<b>4 per centre</b>
6	Performance dates and start times. Please also include a schedule of the performance times including breaks.	<b>1 per centre</b>
7	Map of venue and location of performance space, along with a contact name and telephone number for the day of the performance.	

The following documentation **must** be sent to the visiting examiner at least **10 working days after** the date of the final performance examination for Section A. Centres must complete the checklist provided and send it with the correct materials to the examiner.

	Item	Number to be sent
1	USB/DVD recordings of all the candidate performances and any presentations for Section A	<b>Number as appropriate</b>
2	Completed USB/DVD Time Sheet for Section A <b>DTS2E</b>	

The length of the performance will depend on the type of performance (monologue or duologue). **Centres are strongly advised not to exceed the time limit.** No other performers are allowed in the performance space during monologues and duologues in front of the examiner.

Number of candidates	Expected approximate running time of performance
1 performance candidate (monologue)	maximum 2 minutes
2 performance candidates (duologue)	maximum 5 minutes
Design candidates	maximum 10 minutes presentation

### **EXAMINERS WILL ONLY AWARD MARKS WITHIN THE ABOVE TIME LIMITS**

Centres should allow approximately 3 minutes between each monologue, and 5 minutes between each duologue performance. Examiners will need a longer break after approximately 10 candidates.

Monologue candidates must perform alone with no other students present in the performance space in front of the examiner.

Duologues must be performed by two examination candidates with no other students present in the performance space in front of the examiner. Both duologue candidates must be given the same running order number.

Once the student has begun the performance the running time must begin, there are no second attempts.

Candidates must introduce themselves to the camera by name, candidate number, role played, the name of the text and in running order immediately before each performance.

As candidates are awarded individual marks for the performance, centres are reminded that examiners need to be able to identify all candidates at all times during the performance. It is the centre's responsibility to ensure that any costume considerations should enable identification and any change of costume should be indicated to the examiner before the performance begins.

The play chosen for this unit must be different from those studied in Unit 1 and Unit 2 Section B. This must be taken from a complete, professionally published and substantial play text written for theatre performance. Professionally published play texts are identified with an ISBN number or publication code. Centres are advised to select a complete and substantial play text which

has at least 2 characters/roles and have a running time of at least 60 minutes.

Plays that are either monologues or a series of monologues do not meet the requirements of Section A.

The complete play text for every candidate must be available at the examination session.

All documentation must be sent to the examiner **7 working days** in advance of the examination. Centres are advised to keep copies of all documentation.

The examiner must be provided with the facilities and conditions that will enable him or her to mark in confidence and without being overlooked by candidates or audience. Please ensure that the examiner is provided with adequate facilities at the venue to examine the performance; a chair and table away from the audience and a suitable light source must be provided. Centres must provide a private area for the examiner to allow them to consider their marking. Examiners may stay in the performance space between the monologues/duologues. This should be agreed with the examiner and centre staff.

A Team Leader and/or Assistant Principal Examiner/Principal Examiner may accompany an examiner to a centre for examiner monitoring purposes. Centres will be notified in advance by the visiting examiner where this is the case; however, the running time of the session should not be affected when a Team Leader is present. The accompanied visit will be for one session.

The recommended examining session is defined as approximately 3 hours in a centre.

The examiner will only attend the number of sessions the centre is entitled to, based on the number of actual candidates entered.

3 – 9 candidates	<b>1</b> session for Sections A and B combined
10 – 20 candidates	A <b>total</b> of <b>2</b> sessions for Sections A and B combined
21 – 30 candidates	A <b>total</b> of <b>3</b> sessions for Sections A and B combined
31 – 40 candidates	A <b>total</b> of <b>4</b> sessions for Sections A and B combined
41 – 50 candidates	A <b>total</b> of <b>5</b> sessions for Sections A and B combined

If performances run over the session limit, centres must send in the recordings for assessment purposes as examiners are not required to stay longer than the session entitlement. **All performances should be completed by 9pm at the latest.**

## **USB / DVD**

**A USB/DVD MUST BE MADE** of the performance at which the examiner is present and sent to the examiner as soon as possible within **10 working days** of the performance at the latest. Centres are advised to retain a proof of postage certificate. The camera must be placed so that an unobstructed view of the performance is recorded. The camera must be placed close to the visiting examiner.

All candidates must be identified by name, candidate number and role(s) immediately before their performance.

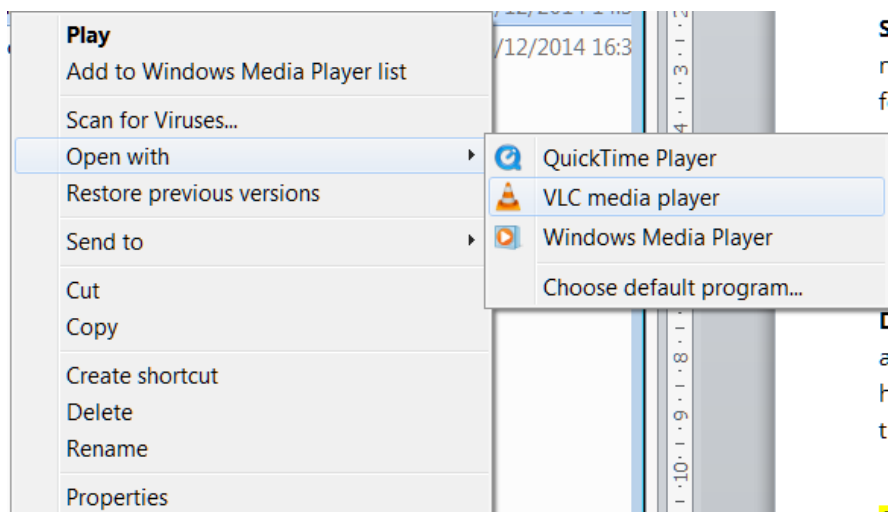


- You must also ensure that presentations / performances are chaptered for each monologue/duologue or design presentation.
- Check that an audio signal has been recorded.
- Always ensure that the camera being used has appropriate facilities for adjusting recorded sound levels - particularly important if the camera is some distance from the performance space.

Centres can submit video media evidence of the performances on USBs, External Hard Drives and DVDs. A copy of the evidence must be retained in the centre.

New USBs, External Hard drives and DVDs must be used and must not contain any other files.

The file types must be compatible for **both Windows and/or Mac devices**, therefore files types that can be played on VLC Media Player or QuickTime Movie must be used.



Files formatted in any other format cannot be used for moderation, and the correct format will be requested by Pearson.

### **A separate recording can be provided for this Section.**

All DVDs must be sent in hard protective cases. Pearson will only request replacement DVDs if damage occurs to DVDs sent in hard protective cases. Faulty DVDs for any other reason cannot be used for monitoring or Enquiries About Results (EAR).

The USB/DVD recording and any accompanying case must be **clearly labelled** with:

- Centre number and name,
- Exam level and series (GCE AS Level, summer 2017),
- Unit number and name (6DR02 Section A)
- USB/DVD number (if more than one is being provided e.g. 1 of 2).

The centre must check all the timings and quality of the recordings before dispatch to the examiner.

Centres must keep copies of all written performance/design concepts, texts as performed and the USB/DVD recordings. No materials will be returned to centres.

An application for an Enquiry About Results (EAR) will only be accepted if a recording of the performance has been supplied to the examiner within 10 working days of the performance. Centres must check the recording before despatching to the examiner. All Enquiries About Results are based on the recorded evidence. Pearson will not send for replacement recordings to complete EARs.

Examiners will need to identify each candidate prior to the performance. **Examiners are not permitted to speak to candidates, audience members or staff in connection with the performances.**

### **Design candidates**

In Section A, design students may only offer one theatre design skill. The chosen skill of the design student must support the performer/s as part of the monologue/duologue performance and be realised in the live performance examination to the examiner. Students offering design should not act in the performance, but must demonstrate their theatre craft during one performance and give a presentation.

Design candidates must be prepared to make a rehearsed presentation (**maximum of 10 minutes**) to the examiner immediately before the performance. This can take place in the performance space or at another location.

Design candidates presentations can be recorded prior to the examination session. These must be available to be viewed immediately before the monologue/duologue.

A designer must work on a text that is being performed by a student/s for the Section A examination. The section of the text chosen for performance might not give the design student a fair opportunity to show their skill so if centres wish the designers can chose another section of the text but this must be either a monologue for 2 minutes or a duologue for 5 minutes performed by AS students although the performances would not be marked.

The examiner is not permitted to question or respond to the candidate, and centre staff are not permitted to take any part in the presentation.

The live presentation must be recorded and sent to the examiner.

Pre-recorded presentations must also be sent to the examiner.

The candidate must complete and have available their design documentation. This must be seen clearly in the recording. All documentation must be recorded and included with the performance recordings.

The documentation and any other materials must be available for the examiner to see but will not be taken away after the presentation. Some documentation may be requested after examination for general standardisation purposes. The materials must be kept in a secure place until.

Design candidates **must complete** the 3 shaded requirements as detailed on page 31 of the specification and ensure the documentation refers to the complete play text.

Only the costumes seen in the performance need to be made.

The documentation must be recorded as part of the presentation for monitoring or EAR purposes.

All materials (including USBs/DVDs and written documentation) sent to the examiner for this unit will not be returned.

It is the centre's responsibility to ensure the quality of the sound and picture on the recordings is sufficient to enable performances to be monitored, used for any EARS or marking purposes if an examiner is not present.

As part of our Post Results Service, centres can receive a copy of only the examiner mark sheet DTS2A/DTS2C (as appropriate) for this examination. Centres must apply for individual candidates by completing an Access to Scripts request. There is a fee involved for this service. Please refer to your examinations officer for the necessary forms and details on the application process.

Pearson will provide you with a breakdown of marks achieved by your candidates in this section of the unit. This information will be available to centres via ResultsPlus.

The breakdown information will detail marks for the following:

#### **Section A**

##### **For performance candidates**

<b>A1</b>	<b>Marks awarded for Vocal Skills</b>
<b>A2</b>	<b>Marks awarded for Movement Skills</b>
<b>A3</b>	<b>Marks awarded for Characterisation</b>
<b>A4</b>	<b>Marks awarded for Written Performance Concept</b>

#### **Section A**

##### **For design candidates**

<b>A1</b>	<b>Marks awarded for Use of Materials and Equipment</b>
<b>A2</b>	<b>Marks awarded for Realisation of Design</b>
<b>A3</b>	<b>Marks awarded for Written Design Concept</b>
<b>A4</b>	<b>Marks awarded for Design Documentation</b>

### **IMPORTANT INFORMATION**

Pearson staff or representatives of Pearson should never be left on their own with children and will withdraw their services rather than find themselves in this situation. It is the responsibility of the centre to provide an environment where Pearson staff or representatives of Pearson can carry out their duties without the likelihood of finding themselves left unsupervised with children. For more information regarding the Safeguarding Children Policy please go to the Pearson website at the following link: <http://qualifications.pearson.com/policies>

For any special consideration, access arrangements or information on examination procedures please ensure that you read the documents available at the Joint Council website:  
<http://www.jcq.org.uk/exams-office>

## **2 UNIT 2 (6DR02) - TEXT IN PERFORMANCE - Section B (RESIT ONLY both Section A and B must be resat)**

Centres are reminded that this unit is an **examination**, which is a **performance** to an **audience**, of which the most important member is the **examiner**. The examiner must have the best seat in the house and the camera should be close to the examiner, and have the second best seat. It is vital that both the examiner and camera must have an unobstructed view of the performances. This is to ensure that **the best possible recording is made of the performance**, as it would be seen by the examiner. **Marks can only be monitored and Enquiries About Results undertaken, where performances can be clearly seen and heard on the recording. Centres must ensure that neither the examiner nor audience obstruct the recording of the performance.**

Unit 2 Section B will normally be marked by a visiting examiner. While every effort will be made to provide every centre with a visiting examiner, this cannot be guaranteed. If it is not possible for an examiner to visit a centre on a given date the recording of the performances will be used as the basis for external assessment.

**The recording must be made under examination conditions.**

**The recording must be a complete, unedited recording of each examination performance and student introductions must be immediately before the performance. If possible, the recording should be date and time stamped. Centres are reminded that recordings are not returned, therefore you must make a copy for your own records.**

The examination must take place between **6 February and 26 May 2017**.

Centres will be contacted by their visiting examiner early in the spring term. **Please note that Pearson does not send separate notification of the visiting examiner.** Centres should agree with the visiting examiner a mutually convenient date and time when the examiner will visit the centre. It is important to liaise with your examiner **before** fixing your date and time. **Centres must have a range of possible dates available.** Please note that it may not be possible to accommodate any last minute changes to the date or time made by the centre. The centre must communicate any changes to the examination date and/or time to the examiner well in advance of the examination. Centres will be allocated the same examiner for both sections of Unit 2. The visiting examiner will notify Pearson of the agreed arrangements. The visiting examiner will arrive at the centre **approximately 30 minutes** before the agreed start time of the first performance.

The following documentation **must** be sent to the visiting examiner at least **7 working days before** the date of the examination. Centres must complete the checklist provided and send it with the correct materials to the examiner.

	Item	Number to be sent
1	Director's Interpretation notes – <b>DT2F</b>	<b>1 per performance group</b>
2	Copy of texts <b>as performed</b> . (Cuts/adaptations must be clearly marked, and division/reallocation of roles clearly indicated. This is most clearly achieved by highlighter pens).	
3	Performance Candidate Examiner Comment Sheet – <b>DTS2G</b> (A clear written description must be provided).	<b>1 per candidate</b>
4	Design Candidate Examiner Comment Sheet – <b>DTS2H</b>	
5	For design candidates: Copy of the Written Design Concept <b>DTS2D</b> (Please tick Section B on DTS2D form)	
6	Centre Register of all candidates entered for the exam in candidate number order, with group number indicated. Absent candidates must	<b>4 per centre</b>
7	Performance dates and start times. Please also include a schedule of the performance times including breaks.	<b>1 per centre</b>
8	Map of venue and location of performance space, along with a contact name and telephone number for the day of the performance.	

The following documentation **must** be sent to the visiting examiner at least **10 working days after** the date of the final performance examination for Section B. Centres must complete the checklist provided and send it with the correct materials to the examiner.

	Item	Number to be sent
1	USB/DVD recordings of all the candidate performances for Section B	<b>Number as appropriate</b>
2	Completed USB/DVD Time Sheet for Section B <b>DTS2I</b>	

The length of the performance will depend on the number of candidates in the group, but the minimum should be approximately 15 minutes and the maximum **60 minutes**. **Centres are strongly advised not to exceed the time limit**. Each performance must run without an interval. Centres should aim for the lower time limit depending on the number of candidates in the group. For example, 4 candidates in a group should perform between approximately 25 – 30 minutes.

Number of performance candidates	Expected approximate running time of performance
3	15 – 25 minutes
4 - 6	25 – 45 minutes
7 - 9	60 minutes (maximum)

**EXAMINERS WILL ONLY AWARD MARKS WITHIN THE ABOVE TIME LIMITS**

Centres should allow approximately 10 minutes between each performance. Examiners will need a longer break after approximately three performances.

The number of acting candidates in a group must be between **three** and **nine** performers and up to **three** design candidates. **Centres must not exceed these numbers.** A single candidate may offer one or more design elements. A design element must not be shared by two candidates.

To the examiner and in the recording, candidates must introduce themselves in a full length shot by name, student number and role(s) before each performance as they appear in performance. Students must also describe and show on the day of the examination any costume changes. There must also be a full length group shot clearly showing all students in the group. The introductions must be available immediately before each performance on the recording. A group photograph should be available to the examiner as it is very helpful for student identification.

As candidates are awarded individual marks for the performance, centres are reminded that examiners need to be able to identify all candidates at all times during the performance. It is the centre's responsibility to ensure that any costume considerations should enable identification and any change of costume should be indicated to the examiner before the performance begins.

Candidates can only be assessed in one performance group. Students who have not been entered for the examination can only take part in the performance in **extreme circumstances**, where an examination student is unable to perform at the last minute, to stand in for an absent candidate. Requests for non-assessed candidates must be requested from [drama.assessment@pearson.com](mailto:drama.assessment@pearson.com).

The play chosen for this unit must be different from those studied in Unit 1 and Unit 2 Section A. This must be taken from a complete, professionally published and substantial play text written for theatre performance. Professionally published play texts are identified with an ISBN number or publication code. The interpretation notes and a copy of the text as performed must be submitted for each group, to the examiner, **7 working days** in advance of the examination.

**The text must be performed before an audience.** Centres are strongly advised to ensure that an appropriate audience is present. The examiner must be provided with the facilities and conditions that will enable him or her to mark in confidence and without being overlooked by candidates or audience. Please ensure that the examiner is provided with adequate facilities at the venue to examine the performance; a chair and table away from the audience and a suitable light source must be provided. Centres must provide a private area for the examiner after each performance to allow them to consider their marking.

A Team Leader and/or Assistant Principal Examiner/Principal Examiner may accompany an examiner to a centre for examiner monitoring purposes. Centres will be notified in advance by the visiting examiner where this is the case; however, the running time of the session should not be affected when a Team Leader is present. An accompanied visit will be for one session.

An examining session is defined as approximately 3 hours in a centre. The examiner will only

attend the number of sessions the centre is entitled to, based on the number of actual candidates entered for the examination.

3 – 9 candidates	<b>1</b> session for Sections A and B combined
10 – 20 candidates	A <b>total</b> of <b>2</b> sessions for Sections A and B combined
21 – 30 candidates	A <b>total</b> of <b>3</b> sessions for Sections A and B combined
31 – 40 candidates	A <b>total</b> of <b>4</b> sessions for Sections A and B combined
41 – 50 candidates	A <b>total</b> of <b>5</b> sessions for Sections A and B combined

If performances run over the session limit, centres must send in the recordings for assessment purposes as examiners are not required to stay longer than the session entitlement. **All performances should be completed by 9pm at the latest.**

## USB / DVD

**A USB/DVD MUST BE MADE** of the performance at which the examiner is present and sent to the examiner as soon as possible within **10 working days** of the performance at the latest. Centres are advised to retain a proof of postage certificate. The camera must be placed so that an unobstructed view of the performance is recorded. The camera must be placed close to the visiting examiner.

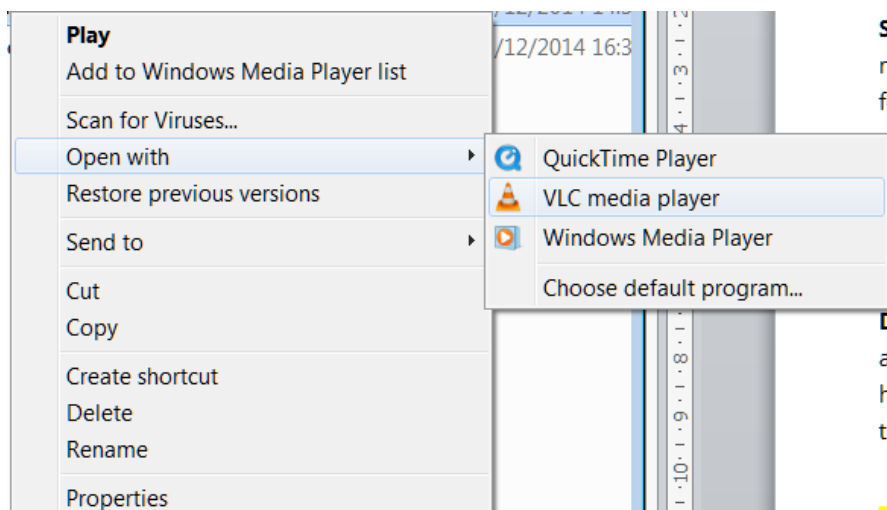
All candidates must be identified by name, candidate number and role(s) immediately before their performance.

- You must also ensure that presentations / performances are chaptered for each monologue/duologue or design presentation.
- Check that an audio signal has been recorded.
- Always ensure that the camera being used has appropriate facilities for adjusting recorded sound levels - particularly important if the camera is some distance from the performance space.

Centres can submit video media evidence of the performances on USBs, External Hard Drives and DVDs. A copy of the evidence must be retained in the centre.

New USBs, External Hard drives and DVDs must be used and must not contain any other files.

The file types must be compatible for **both Windows and/or Mac devices**, therefore files types that can be played on VLC Media Player or QuickTime Movie must be used.



Files formatted in any other format cannot be used for moderation, and the correct format will be requested by Pearson.

### **A separate recording can be provided for this Section.**

All DVDs must be sent in hard protective cases. Pearson will only request replacement DVDs if damage occurs to DVDs sent in hard protective cases. Faulty



DVDs for any other reason cannot be used for monitoring or Enquiries About Results (EAR).

The USB/DVD recording and any accompanying case must be **clearly labelled** with:

- Centre number and name,
- Exam level and series (GCE AS Level, summer 2015),
- Unit number and name (6DR02 Section A)
- USB/DVD number (if more than one is being provided e.g. 1 of 2).

The centre must check all the timings and quality of the recordings before dispatch to the examiner.

Centres must keep copies of all written performance/design concepts, texts as performed and the USB/DVD recordings. No materials will be returned to centres.

An application for an Enquiry About Results (EAR) will only be accepted if a recording of the performance has been supplied to the examiner within 10 working days of the performance. Centres must check the recording before despatching to the examiner. All Enquiries About Results are based on the recorded evidence. Pearson will not send for replacement recordings to complete EARs.

Examiners need to meet and identify all candidates prior to the performance.

**Examiners are not permitted to speak to candidates, audience members or staff in connection with the performance.** Centres must ensure that all students can be easily identified in performance. Students must not wear very similar costumes, particularly all in one colour. Examiners must be able to clearly identify each individual student for assessment.

### **Design candidates**

In Section B, design students may take on one or more theatre design options. The chosen skill/s of the design student must support the performer/s as part of the performance group and be realised in the live performance examination to the examiner. Students offering design should not act in the performance but must demonstrate their theatre craft during one performance only and give a presentation.

Design candidates must be prepared to make a rehearsed presentation (**maximum of 10 minutes**) to the examiner before the performance. This can take place in the performance space or at another location.

Design candidates presentations can be recorded prior to the examination session. These must be available to be viewed immediately before the performance.

The examiner is not permitted to question or respond to the candidate, and centre

staff is not permitted to take any part in the presentation.

The live presentation must be recorded and sent to the examiner.

The pre-recorded presentation must also be sent to the examiner.

The candidate must complete and have available their written design concept and documentation. This must be seen clearly in the recording. All documentation must be recorded and included with the performance recordings.

The documentation and any other materials must be available for the examiner to see but will not be taken away after the presentation. Some documentation may be requested after the written examination for general standardisation purposes. The materials must be kept in a secure place until.

Design candidates **must complete all requirements** as detailed on page 31 of the specification. The documentation must be recorded as part of the presentation for monitoring or EAR purposes.

**All materials (including USB/DVDs and texts) sent to the examiner for this unit will not be returned.**

**It is the centre's responsibility to ensure the quality of the sound and picture on the recordings is sufficient to enable performances to be monitored, used for any EARS or marking purposes if an examiner is not present.**

As part of our Post Results Service, centres can receive a copy of only the examiner mark sheet **DTS2G/DTS2H** (as appropriate) for this examination. Centres must apply for individual candidates by completing an Access to Scripts request. There is a fee involved for this service. Please refer to your examinations officer for the necessary forms and details on the application process.

We will provide you with a breakdown of marks achieved by your candidates in this section of the unit. This information will be available to centres via ResultsPlus.

The breakdown information will detail marks for the following:

**Section B**  
**For performance candidates**

B1	= Marks awarded for Vocal Skills
B2	= Marks awarded for Movement Skills
B3	= Marks awarded for Characterisation
B4	= Marks awarded for Communication

**Section B**  
**For design candidates**

B1	= Marks awarded for Use of Materials and Equipment
B2	= Marks awarded for Realisation of Design
B3	= Marks awarded for Written Design Concept
B4	= Marks awarded for Interpretation of Director's Concept

### 3 UNIT 3 (6DR03) – EXPLORATION OF DRAMA AND THEATRE

**This unit is internally assessed and externally moderated, by post. Pearson will inform centres of the details of their moderator for Unit 3 early in the summer term 2016.**

Please note that Pearson will not give approval for the text/stimulus chosen. Centres must ensure the suitability of the texts/stimulus for the students.

**The teacher-examiner must award a final mark out of 60 for this unit.**

- 15 marks are available for research and exploration.
- 15 marks are available for development and structure.
- 15 marks are available for performance.
- 15 marks are available for evaluation.

Teachers must ensure that all candidates submit their **own unaided** work. Materials that are not the candidates' own work (e.g. copied or printed factual material downloaded from the internet) **must not be submitted** for moderation.

Work will be returned to centres if a candidate and/or the teacher do not sign the Coursework Record Card.

Information regarding Controlled Conditions can be accessed on the Pearson website.

<http://qualifications.pearson.com/drama>

In centres with two or more teacher-examiners, it is the responsibility of the centre to ensure internal standardisation of marking. The moderation process assumes that this will have been completed by the centre and will make any adjustments to the centre as a whole.

The number of performance candidates in a group must be between three and six candidates, plus up to three design candidates who must each offer a different skill. **Under no circumstances must centres exceed these numbers.**

#### **Sample of Work for Moderation**

The pre-printed OPTEMS will be asterisked indicating the candidates whose work is to be sampled. This work, together with the relevant completed materials detailed in section 3.10, and the **middle** (yellow) copy of the OPTEMS, should be posted to reach the moderator by. The name and the address of the moderator will be supplied on a label attached to each OPTEM sheet.

In addition, the centre must send the work of the candidate awarded the **highest**

**overall mark** and the work of the candidate awarded the **lowest overall mark**, if these are not already included within the initial samples selected. The centre should indicate the additional samples by means of a tick in the left-hand column of the OPTEMS against the names of each of the candidates. The moderator may request further samples, and these must be dispatched by return of post.

The OPTEMS must be completed with the **same marks** as awarded to each candidate and shown on the Coursework Record Cards with the **same mark** also given on the actual work.

Teacher-examiners must complete Coursework Record Cards for **all candidates**, as the moderator may wish to see a further sample of work. These should be ready for immediate dispatch to the moderator if requested. Please note that Coursework Record Cards will not be returned to centres. It is important to ensure that candidates write their name, candidate number and centre number on each page of their work. Please keep a copy of the Coursework Record Cards and the students' work for your reference.

For centres submitting marks on Edexcel Online the candidates in the sample should be marked with a tick, as appropriate, on the Edexcel Online printout. The annotated printout must be sent to the moderator with the sample of work. Moderator details will be available on Edexcel Online when the OPTEMS are released.

### **Submission for Unit 3 – Supporting Evidence**

Centres are required to submit the following evidence to their Unit 3 moderator as soon as possible after the receipt of the OPTEMS and the completion of the unit, and by.

- **Coursework Record Card (DTS3A)** - This front sheet **MUST** be signed and dated by the candidate and the teacher-examiner and stapled to the front page of the candidate's SWED.
- **Sampled Supporting Written Evidence Documents (SWED)** - Work for sampled candidates must be submitted on paper and stapled behind the Coursework Record Card. Plastic wallets, folders, envelopes, bound book format with hard cover, etc. must not be used and will not be returned. The recommended maximum word limit for the SWED is 3,500 words and should be in response to the 6 questions stated on page 42 of the specification.
- **DVD/USB Recording** - Centres must send, on USB or DVD, complete recordings of all Unit 3 performances. Each candidate in each group must identify him or herself at the start of their performance wearing the costume/s they will wear in the actual performance. The maximum time for the recording of each performance is **30 minutes**. USB/DVD recordings **must not** be edited. **Centres must send on USB or DVD complete recordings of all Unit 3 performances and the pre-performance presentations of design/directing candidates.**

- **Performance Cast List (DTS3B)**
- **Video Record Time Sheet (DTS3C)**
- **Outline Description of Performance/Performance Interpretation Form (DTS3D)**
- **Design/Directing Candidates** – (Maximum 3 per group, each offering a different skill). Candidates offering Design or Directing are strongly recommended to make a presentation and submit a recording to camera (**maximum 10 minutes**) detailing what they have done and how it has impacted on the performance. The recording must be done before the actual performance so the teacher-examiner and moderator can see if their intentions were realized in performance. The recording of the Designer/Director can take place with or without an audience.

Design/Directing candidates must submit a SWED that addresses the same questions as performance candidates (see page 42 of the specification) but when the questions use the word 'role', they assume that to mean their role e.g. Lighting Designer or whatever is appropriate. 50% of the available marks are for the SWED. Development and Structure is assessed by the teacher-examiner in the same way it is for performers. Essentially, this is a candidate's contribution to the process and shaping of the piece overall. 25% of the available marks are for Development and Structure. Finally, Design/Directing candidates are assessed on the actual performance, this would be for the teacher-examiner to assess the impact their chosen skill has had on the performance itself and would be marked following the presentation and the final performance. 25% of the available marks are for the Performance.

- **Checklist (DTS3E)**
- **OPTEMS** – middle (yellow) copy/ Edexcel Online printout (see paragraph 3.13).

Copies of the 6DR03 forms referred to in this section are provided [online](#). The forms should be reproduced as required. A checklist of items being sent to the moderator should be completed and sent with the material.

**It is the responsibility of each centre to keep all materials for this paper in a secure place until requested for moderation.**

To enable Pearson to monitor the standards being applied, Pearson reserves the right to visit centres to observe a normal lesson in progress. Either the Chief Examiner or a Principal Moderator would undertake such visits.

#### **IMPORTANT INFORMATION ABOUT THE RECORDING PROCESS - USB/ DVD**

All candidates must be identified by name, candidate number and role(s) played immediately before their performance.

You must ensure that presentations/performances are chaptered for each group.

Centres are strongly advised to check the recording and must keep a copy of the DVD/USB sent to the moderator.

## USB / DVD

**A USB/DVD MUST BE MADE** of the performance at which the examiner is present and sent to the examiner as soon as possible within **10 working days** of the performance at the latest. Centres are advised to retain a proof of postage certificate. The camera must be placed so that an unobstructed view of the performance is recorded. The camera must be placed close to the visiting examiner.

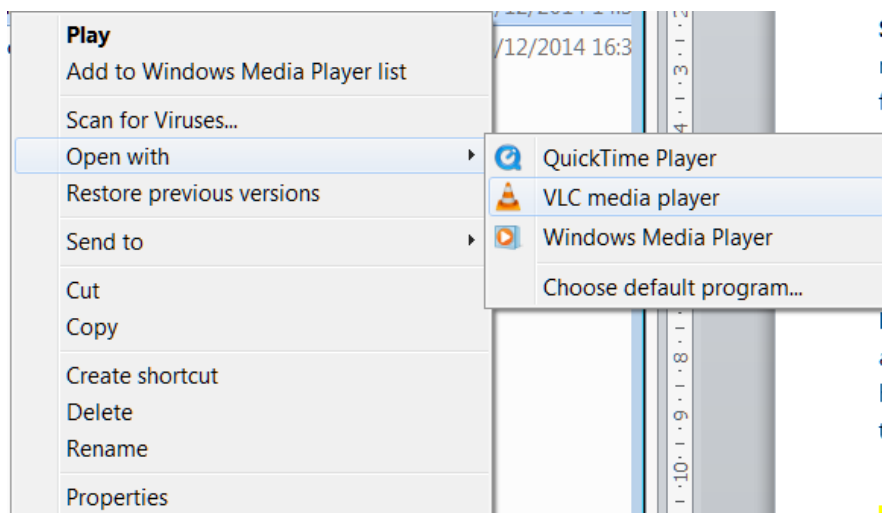
All candidates must be identified by name, candidate number and role(s) immediately before their performance.

- You must also ensure that presentations / performances are chaptered for each monologue/duologue or design presentation.
- Check that an audio signal has been recorded.
- Always ensure that the camera being used has appropriate facilities for adjusting recorded sound levels - particularly important if the camera is some distance from the performance space.

Centres can submit video media evidence of the performances on USBs, External Hard Drives and DVDs. A copy of the evidence must be retained in the centre.

New USBs, External Harddrives and DVDs must be used and must not contain any other files.

The file types must be compatible for **both Windows and/or Mac devices**, therefore files types that can be played on VLC Media Player or QuickTime Movie must be used.



Files formatted in any other format cannot be used for moderation, and the correct format will be requested by Pearson.

**A separate recording can be provided for this Section.**

All DVDs must be sent in hard protective cases. Pearson will only request replacement DVDs if damage occurs to DVDs sent in hard protective cases. Faulty DVDs for any other reason cannot be used for monitoring or Enquiries About Results (EAR).

The USB/DVD recording and any accompanying case must be **clearly labelled** with:

- Centre number and name,
- Exam level and series (GCE AS Level, summer 2015),
- Unit number and name (6DR02 Section A)
- USB/DVD number (if more than one is being provided e.g. 1 of 2).

The centre must check all the timings and quality of the recordings before dispatch to the examiner.

Centres must keep copies of all written performance/design concepts, texts as performed and the USB/DVD recordings. No materials will be returned to centres.

An application for an Enquiry About Results (EAR) will only be accepted if a recording of the performance has been supplied to the examiner within 10 working days of the performance. Centres must check the recording before despatching to the examiner. All Enquiries About Results are based on the recorded evidence. Pearson will not send for replacement recordings to complete EARs.

The recording camera need not be in a fixed position. However, a camera with a wide-angle shot of the performance group, placed centre stage, in front of the audience, would best serve the candidates and meet Pearson's requirements. Centres must ensure that the best possible recording of a session is sent to the moderator.  
**Recordings must not be edited.**

The recording and the accompanying protective case must be clearly labelled with the centre number, name, unit code (6DR03) and the name of the text/stimulus studied.

In situations where the DVD/USB recording is damaged or faulty, centres have the opportunity to re-record the performance before the deadline of 15 May 2016.

### **OPTEMS/Edexcel Online Printout**

The centre will receive the three-part OPTEMS after the final entries have been made and processed. Upon receipt of the OPTEMS all candidates' marks must be entered on the OPTEMS. Separate instructions for the completion and submission of coursework marks using OPTEMS will be included on the back of each OPTEMS form.

The top (white) copy of the OPTEMS must be dispatched to Pearson. Your examinations officer will have pre-addressed envelopes for this purpose.

In place of the OPTEMS, you may submit your teacher-assessor marks directly onto Edexcel Online at <http://www.edexcelonline.com> and include a printout with the work sent to the moderator.

Centres must keep a copy of **all** marks awarded.

Materials, except for the Coursework Record Cards, will be returned in the autumn term.

A completed checklist must be sent with the materials to the moderator.

### **IMPORTANT INFORMATION**

Marks cannot be agreed if the appropriate USB/DVD recordings are not sent to the moderator. Marks for missing SWEDS evidence cannot be agreed by the moderator. Applications for Missing Centre Assessed Work or Special Consideration must be made by the examinations officer to the relevant department at Pearson. Please refer to page 23 of this document for more information.

Materials submitted after the deadline on for GCE Drama 6DR03 may not be moderated.



#### 4 UNIT 4 (6DR04) – THEATRE TEXT IN CONTEXT

This unit will be marked by an external examiner.

Candidates will sit a two and a half hour examination in which they must answer questions from three Sections, A, B and C. Answers should be written in continuous prose and annotated diagrams may be used in support. Attention is drawn to references in the specification to **quality of written communication**.

Section A and B: Responses here are based on the play that has been chosen (either 'Lysistrata', 'Doctor Faustus' or 'Woyzeck'). Candidates must answer two questions. There will be **one** focus question in Section A on an extract from the play that has been explored, and a broader context question (Section B) on the candidate's approach to the whole play. **The focus question in Section A will be sub-divided into three parts, each carrying its own mark. There will be a choice of questions for the broader context question. The questions in Section B will expect the candidate to articulate knowledge of the social, cultural, and/or historical contexts of the play in relation to a proposed production and the demands of the focus question. (Please refer to page 51 of the specification). Section A and Section B MUST be answered on the same text.**

Section C: a question on the live performance of a play written and originally performed in one of the other two time periods not explored in Sections A and B. **There will be a choice of questions (10 or 11) available for this section.**

**Annotated copies of the Section A and B text** (either 'Lysistrata' or 'Doctor Faustus' or 'Woyzeck') and the **Research Notes for the Section C play in performance** should be taken into the Unit 4 examination. Only the Pearson edition of the set text will be allowed in the examination. These are available to download from the website.

**No other material is allowed** to be taken into the examination.

Research Notes must be attached to a Research Notes front sheet (**DTS4A**), and must be signed by both the candidate and the teacher.

Annotated copies of the play scripts and Research Notes should be the candidates own work, but will have arisen from the learning experience.

Research Notes may include sketches and diagrams but **no** printed or published material. Annotation in the play script should be hand-written notes arising from practical exploration of the text and should support thinking for Section A and Section B. Sketches and diagrams may be drawn into the script but no pre-published material of any kind should be inserted.

Research Notes may be hand written or typed to a maximum of 1,000 words (possibly both sides of A4 size paper, or one side of A3).

Copies of the annotated play scripts along with the Research Notes, should be retained in the Centre until the end of September, and may be sent for by Pearson. **The annotated play scripts and Research Notes should not be sent**

**to Pearson or the external examiner (if relevant) with the answer booklet.** If they are sent to Pearson or an examiner, they will not be returned.

Candidates are encouraged not to exceed the given pages in the answer booklet. These have been compiled to indicate the examiner's expectations of candidate responses. Responses that are over-short, or, indeed over-long, may not necessarily access the higher mark levels.

Copies of the **DTS4A** form referred to in this section are provided [here](#), along with a suggested format for the Research Notes.

## 5 SPECIAL CONSIDERATION

If a candidate has been affected by adverse circumstances beyond their control they may be eligible for special consideration. This may include candidates who have been present or absent from the assessment.

Applications for special consideration along with the appropriate documentation, such as a medical certificate, should be sent to:

The Special Requirements

Department

Pearson

190 High

Holborn London

WC1V 7BH

E-mail:

[uk.special.requirements@pearson.com](mailto:uk.special.requirements@pearson.com)

The deadline to apply for Special Consideration is **6 July 2017**.

Special consideration applications should be made no later than 7 days after the final paper in the specification.

Special consideration will **not** be given to those candidates absent because of holidays or personal arrangements.

## **IMPORTANT INFORMATION**

Practical marks will not be agreed if the appropriate USB/DVD recording or the Records of Work are not sent to the moderator.

Marks for written evidence that is missing will not be agreed by the moderator. Applications For Missing Centre Assessed work or Special Consideration must be made by the examinations officer to the relevant department at Pearson. Please refer to page 23 of this document for more information.

In the case of missing DVD/USB or written evidence, a Notification of Lost Centre Assessed Work form must be submitted for each candidate whose work is requested for moderation purposes and sent to Pearson and a copy sent to the moderator by. To access the Notification of Lost Centre Assessed Work form (form 15) please go to the Joint Council website at the following link: <http://www.jcq.org.uk/exams-office/forms>

Ensure that you read the Instructions for Conducting Coursework document available on the Joint Council website at:

<http://www.jcq.org.uk/exams-office/coursework>

Materials submitted after the deadline on for GCE Drama and Theatre Studies 6DR01 may not be moderated.

In the case of missing DVD/USB or written evidence, a Notification of Lost Centre Assessed Work form must be submitted for each student whose work is requested for moderation purposes and sent to Pearson and a copy sent to the moderator by 15 May 2014. To access the Notification of Lost Centre Assessed Work form (form 15) please go to the Joint Council website at the following link: <http://www.jcq.org.uk/exams-office/forms>

Information on access arrangements or special consideration is available at the Joint Council website: <http://www.jcq.org.uk/exams-office/access-arrangements-and-special-consideration>

For further details of the special consideration process and to access all the necessary forms, please go to the Joint Council website at <http://www.jcq.org.uk> and consult your Examinations Officer.

## 6 RESIT INFORMATION

In 2017, 6DR01 and 6DR02 (AS Units) are for resit candidates only.

Any unit that is part of an AS or A level can be retaken as many times as you wish **before the qualification is cashed-in**. The best available result for each contributing unit will count towards the final grade.

After certification, all unit results may be reused to count towards a new award. Students may re-enter for certification only if they have retaken at least one unit.

Results of units held in the Pearson unit bank have a shelf life limited only by the shelf life of this specification.

GCE Drama and Theatre Studies can only be retaken in the June examination series.

For 6DR01, the entire unit needs to be re-sat in full. It is not possible to re-submit some work that was examined in a previous series i.e. Unit 1 requires completely new practical exploration and written work. You must redo the complete unit.

For 6DR02, both Section A and Section B have to be retaken. It is not possible to re-sit Section A or Section B only. You must redo the complete unit.

For 6DR03, the entire unit needs to be re-sat in full. It is not possible to re-submit some work that was examined in previous series i.e. Unit 3 requires a completely new performance and SWED. You must retake the whole unit.

For 6DR04, the entire unit needs to be re-sat in full.

## **7 NON-ASSESSED STUDENTS**

Non-assessed students should only be used when the total number of students in the cohort do not meet the minimum group size requirement, a student has withdrawn from the examination near to the examination date or a student is absent on the day of the examination.

In situations where there is insufficient candidate entry to meet the minimum group size requirement, a student has withdrawn from the examination or a student is absent on the day of the examination, permission must be sought from Pearson in advance for the inclusion of a non-assessed individual. If a student is absent on the day of the examination please see Section 8 for more information.

Non-assessed individuals may be used to read out the lines of the absentee students thus supporting the performance group. Please note that a non-assessed individual may be a class peer, student from a different year group or a member of staff. Assessed and non-assessed students must be clearly identified to the examiner/moderator.

Please email your requests to facilitate a non-assessed individual to [drama.assessment@pearson.com](mailto:drama.assessment@pearson.com) A copy of the email from Drama Assessment must be included with the work sent to the examiner/moderator.

## **8 ABSENT STUDENTS**

Absent students should be indicated with an "A" on the assessment forms/attendance register/OPTEMS. Where a candidate is disadvantaged or affected by circumstances that are beyond his or her control, or is suffering from illness or a temporary condition at the time of examinations, you can submit a request for special consideration.

6DR01 - If students have missed one of the sessions in the Unit 1 practical exploration, and provided that you are happy that this absence was for genuine reasons, you may repeat the missed session with your absentee student/s as part of a larger group but you must only count the marks for this session for your absentee student/s.

Alternatively, if a repeat session is not feasible for your students, for example if students have not been absent at the same time, you may run a follow up session in which you must only count the marks for this session for your absentee student/s.

If you do not assess the students in repeat/ follow up sessions, their marks must reflect their absence accordingly.

You should indicate a student absence on the student's assessment forms along with reference to any repeat/ follow up sessions or to the fact that marks were adjusted to reflect their absence. You should also indicate this on the Record Of Work (ROW) detailing, for any repeated sessions, what the students actually did in both sessions and ensuring that any follow up sessions are included in the ROW.

It is entirely a centre decision whether to run repeat/follow up sessions.

6DR02 - For the performance examination, if a student is absent on the day of the examination, then a non-assessed individual may be used to support the performance group and read out the lines of the absentee. Please identify the assessed and non-assessed individuals clearly to the examiner. A non-assessed individual may be a class peer, student from a different year group or a member of staff. Please note that examiners will not make extra visits to a centre due to student absence. Examiners will only make visits to centres for what they are entitled and within the visiting window set by Pearson. The centre must apply for special considerations for absent students.

6DR03 – If a student is absent during the performance recording for submission to the moderator, then the centre may decide to re-record the performance to include the absent student/s any time before the submission deadline. Special considerations must be applied to absent student/s if the centre has decided not to re-record.

6DR04 – Special consideration may be applied for absent students at the time of the written examination if they have been disadvantaged or affected by circumstances beyond their control.

For any access arrangements or special consideration, please refer to the documentation available at the Joint Council website:  
<http://www.jcq.org.uk/exams-office/access-arrangements-and-special-consideration>

## 9 SUBJECT ADVISOR

Paul Webster is the Performing Arts and Drama Subject Advisor at Pearson. For any subject specific queries, please contact Paul on 0844 372 2191 or at [TeachingPerformingArts@pearson.com](mailto:TeachingPerformingArts@pearson.com)

The primary purpose of the Subject Advisor team is supporting teachers in the delivery of our qualifications:

- Subject advisors act as the public face and a focus of expertise for their subject both to customers and within the business
- They offer an excellent responsive service for teachers providing subject expertise through emails, the telephone and other channels
- The subject advisor will bring the customer view into the business and be responsible for creating or contributing to solutions

They lead virtual teams across the business of those involved with the sectors; this includes managing the “Ask the Expert” examiner email service.



