

Summer 2021

Results and Appeals process



July 2021

Information for Students

Summer 2021 Results, Appeals and Certificates

Teacher Assessed Grades

Goldington Academy has determined grades in accordance with the JCQ guidance¹ and has submitted these grades to the relevant awarding organisation by the required deadline.

To support your understanding, please refer to Ofqual's *Student guide to awarding: summer 2021*² which tells you how you will get your qualifications in summer 2021 and where you can get more information.

Goldington Academy will not divulge teacher assessed grades to candidates or parents/carers before the issue of results.

Results

On student statements of results (results slips) and certificates, grades will be reported in the same way as in previous years.

Results will be issued on results day on Thursday 12th August from 8:30am.

Goldington Academy will:

- Organise a results day and inform candidates of the arrangements in place for the collection of/access to their results
- Ensure senior members of centre staff are available/accessible to candidates with whom a result/results may be discussed
- Prepare information for candidates showing their options if they have concerns about their results

Arrangements for results day

Please see the separate communication regarding results day arrangements. (Available in 'Letters Home' section of the school website)

Concerns about your results

When you receive your results, if you think that a grade is wrong, your first step should be to speak to a member of the Senior Leadership Team on results day or email examoffice@goldington.beds.sch.uk thereafter for advice.

Further details of the arrangements for appeals are provided below.

Certificates

Certificates, when received from the awarding organisations, will be issued to you. There will be further information sent out to you regarding this in the Autumn Term.

¹ <https://www.jcq.org.uk/summer-2021-arrangements/>

² <https://www.gov.uk/government/publications/student-guide-to-awarding-summer-2021>

The arrangements for appeals

Section 5.4 of the JCQ Appeals Guidance Summer 2021 (A guide to appeals processes – Summer 2021) states:

To decide whether to request a review, students will need access to certain information before results day, or on results day, if it has not already been made available to them. This must include:

- a. the centre policy (*available on the 'Examinations' section of the school website*)
- b. the sources of evidence used to determine the student's grade, along with the marks/grades associated with them (*see the 'Letters home' section of the school website*)
- c. details of any variations in evidence used based on disruption to what that student was taught (*contact Mrs Henderson, Exams Officer, at examoffice@goldington.beds.sch.uk for clarification*)
- d. details of any special circumstances that have been considered in determining their grade, e.g. access arrangements/reasonable adjustments or mitigating circumstances such as illness (*contact Mrs Henderson, Exams Officer, at examoffice@goldington.beds.sch.uk for clarification*)

There are two stages to the appeals process:

- Stage 1 - centre review
- Stage 2 - appeal to the awarding organisation

Goldington Academy will support its students through the centre review and awarding organisation appeals process.

The information below describes the arrangements in place at Goldington Academy for conducting a centre review and (where applicable) submitting an appeal to the awarding organisation following a centre review.

Stage 1 – Centre review

- All centre reviews must be submitted by Wednesday 1 September 2021.
- If a student does not consider they have been issued with the correct grade, in the first instance, they can submit a request to Mrs Henderson, Exams Officer, at: examoffice@goldington.beds.sch.uk to check if an administrative or procedural error has occurred.
- Mrs Henderson, Exams Officer, will email the student a copy of the interactive *JCQ Student Request Form for Centre Reviews and Appeals* for completion.
- On receipt, the student should read the important instructions and fully complete *section A (Student request of the Stage one – centre review)* form including electronic signature and date. The form should be saved and returned to Mrs Henderson at examoffice@goldington.beds.sch.uk as an email attachment.
- The outcome of the centre review may result in the student's grade remaining the **same**, being **lowered** or **raised**.
- On completion of the review an appropriate member of Goldington Academy staff will complete *section B (Centre review outcome of the form)* and share with the student, via email by Monday 6 September 2021.
- If an administrative or procedural error is found, Goldington Academy will submit a request to the awarding organisation to correct the error and amend the grade without the need to submit an appeal to the awarding organisation.

Stage 2 – Appeal to the awarding organisation

- The deadline to submit a Stage 2 review is Wednesday 15 September.
- An appeal to the awarding organisation will only be submitted if the first stage, centre review, has been completed and the outcome of the first stage has been issued to the student
- The awarding organisation will not be able to consider an appeal that is based solely on differences of opinion - if the student wants to improve their grade they may want to consider entering for the autumn exam series.
- If the student believes there is still an error following the centre review, or if the awarding organisation has made an administrative error, or the student considers that the grade awarded was an unreasonable exercise of academic judgement, the student can submit a request to Mrs Henderson, Exams Officer, at examoffice@goldington.beds.sch.uk to proceed with an appeal to the awarding organisation on their behalf.
- To proceed, the student must complete the *Stage two – appeal to awarding organisation* section of the form, including electronic signature and date. The form should be saved and returned as an email attachment to examoffice@goldington.beds.sch.uk.
- Goldington Academy will then submit the appeal on the student's behalf according to the requirements of the awarding organisation to which it is being submitted.
- The awarding organisation will determine the grade at appeal and the outcome will be final.
- The outcome of the appeal may result in the grade remaining the **same**, being **lowered** or **raised**.
- There is no further opportunity to appeal the outcome to the awarding organisation
- The awarding organisation's appeal outcome letter will be provided by email to the student by Mrs Henderson, Exams Officer, as soon as reasonably practical after the outcome letter from the awarding organisation is received in the centre.
- Should the student still remain concerned their grade was incorrect, they may be able to apply for a procedural review.
- The appeal outcome letter will include the next appropriate steps, where applicable, to apply for a procedural review to the Exam Procedures Review Service (EPRS).

Note - Once a finding has been made **you cannot withdraw your request for a centre review or appeal**. If your grade has been lowered, you will not be able to revert back to the original grade you received on results day. For more information please refer to the Department for Education's blog <https://dfemedia.blog.gov.uk/2021/06/09/exam-appeals-what-can-i-do-if-i-think-my-grade-is-wrong-how-do-i-appeal-what-will-happen-if-i-appeal-your-questions-answered/>

Deadlines to submit a request

Wednesday 1 September 2021 - deadline for a student to request a Stage 1 - centre review

Wednesday 15 September 2021– deadline for a student to request a Stage 2 – appeal to awarding organisation

Autumn exam series

Should you wish to enter the autumn exam series, the closing date for entries is Friday 1 October 2021.

Examination dates will be during November and December – further details will be made available once the timetable has been published.