

Information for Candidates
Summer 2021 Results, Appeals and Certificates

Teacher Assessed Grades

Scalby School 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 2021² which tells you how you will get your qualifications in summer 2021 and where you can get more information.

Results

On candidate 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 days in August as follows:

| Date | Qualification type |
|------------|---|
| 12/08/2021 | GCSE and other Level 1/2 qualifications |

Arrangements for results day

Candidates will be able to collect their results on **Thursday 12 August** this year.

We will issue results directly to candidates on this day **between 08:30 and 09:15 for surnames A-K OR between 09:15 and 10:00 for surnames L-Z**. Unfortunately, we will not be able to give results outside these times. Members of the Senior Leadership Team will be available on the day to deal with any enquiries relating to results.

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 for advice.

Further details of the arrangements for appeals are provided below.

Please note there will be an opportunity to re-sit GCSE examinations in the Autumn of 2021

Certificates

Certificates, when received from the awarding organisations, will be available for collection from school in **early December**. Further details will be available after Results Day. Please ensure that your contact details are kept up to date, so that we can keep you informed regarding certificates collection. Please be aware that the school is required to retain certificates safely for 12 months and may then destroy them. Replacement certificates would need to be ordered from the respective Awarding Bodies at a cost of around £50-80 per certificate.

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

There are two stages to the appeals process:

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

Scalby School will support its students through the centre review and awarding organisation appeals process.

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

Stage 1 – Centre review

- If a student does not consider they have been issued with the correct grade, they can submit a request to exams@scalbyschool.org.uk to check if an administrative or procedural error has occurred
- A member of SLT will arrange to discuss:
 1. the sources of evidence used to determine the student's grade, along with the marks/grades associated with them.
 2. details of any variations in evidence used based on disruption to what that student was taught.
 3. 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
- If, having reviewed the evidence the student wants to request a Centre Review Exams@scalbyschool.org.uk will email the student a copy of the interactive *JCQ Student Request Form for Centre Reviews and Appeals* (saved in the candidate's name and candidate number) as an attachment
- On receipt, the student should open the attachment, read the important instructions, 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 as an email attachment to exams@scalbyschool.org.uk
- 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 Scalby School will complete *section B. Centre review outcome* of the form and share with the student as a record of the outcome, this will be posted back to the student by at the latest Friday 10th September.
- If an administrative or procedural error is found, Scalby School 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

- 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 exams@scalbyschool.org.uk to proceed with an appeal to the awarding organisation on their

behalf. Appendix E of JCQ Appeals Guidance Summer 2021 (A guide to appeals processes – Summer 2021) state that “the teachers judgement will be considered unreasonable only if it is such that no other teacher acting reasonably could have reached the same judgement”

- 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 exams@scalbyschool.org.uk
- Scalby School 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 post to the student by Scalby School, 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). There is however no route to Ofqual’s EPRS service for BTEC qualifications.

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

Non-priority appeal

Thursday 12th August (10:00 to 14:00) - student appointments available to review evidence with member of SLT. Student appeal request form emailed to student.

Friday 13th August (9:30 to 12:00) - student appointments available to review evidence with member of SLT. Student appeal request form emailed to student.

Friday 3rd September 2021 - deadline for a **student** to request a Stage 1 - centre review

Friday 3rd September to Friday 10th September 2021 – window for school to complete Stage 1 - centre review, appeals may be processed earlier than this window.

Tuesday 7th September to Wednesday 15th September (16:00 deadline) – student requests stage 2 appeal by email to exams@scalbyschool.org.uk

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

Wednesday 8th September to Friday 17th September - school to submit stage 2 review to exam board