

Dear Parent/Carer

Grades this summer were based on Teacher Assessed Grades (TAGs). TAGs were submitted to the exam boards by us on Friday 18 June as a holistic assessment of students' performance in a subject, following a rigorous process of assessment, moderation and quality assurance.

To support your understanding, please refer to

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

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

These grades will now undergo external quality assurance checks between 21 June and 16 July. This year no grades have been awarded or changed as a result of an algorithm.

Results

Results will be issued on results day in August as follows:

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

Arrangements for results day

Students will be able to collect their results in person between 10am and 12noon. The collection point will be in the Main Hall.

The results are the student's and therefore **CANNOT** be given or emailed to any other person, parents included. If you are unable to attend but a friend or relative is able to collect your results for you, we will require a letter or email from the student, detailing the name of who will be collecting and for them to bring photo ID as well.

If the results are not collected before 12 noon on Thursday 12th August they will be posted, first class, to the address we have on the database for the student unless notified otherwise.

Certificates

Your Certificates will be handed out at the **Awards Evening on Thursday 18th November 2021**. Attendance at Awards Evening is by invitation only and further information on this will follow in due course. If you do not anticipate attending Awards Evening, certificates can be collected from Reception from **Monday 22nd November 2021 onwards**. We will hold certificates until July 2022, thereafter, they may be destroyed. **Please remember that once issued, certificates cannot be replaced**. Awarding bodies will only issue certified copies at your request and expense so please make every effort to collect them – most employers want to see them no matter what your age!

What do I do if we are not happy with the grade?

All students have the opportunity to appeal their grade if they meet the eligibility criteria. It is important to note that an appeal may result in a grade being lowered, staying the same, or going up. **So, if a student puts in an appeal and their grade is lowered, they will receive the lower mark.** There is also the option to resit GCSEs in the autumn, which may be preferable to some students. The design, content and assessment of these papers will be the same as in a normal year.

What are the grounds for appeal?

There are four main grounds for appeal, as dictated by the Joint Council for Qualifications (JCQ). They are:

- You think we have made an **administrative error**: an example of this would be putting the wrong information into a spreadsheet.
- You think we have made a **procedural error**: this means we haven't properly followed our own process, as approved by the exam board. An example of this would be where you've been told you should have received extra time for assessments but this wasn't given in a certain subject.
- You think the **academic judgement on the selection of evidence was unreasonable**: you think the evidence used to grade you was not reasonable.
- You think the **academic judgement on the grade you were given was unreasonable**.

What does 'unreasonable' mean?

'Unreasonable' is a technical term in this context and means that no educational professional acting reasonably could have selected the same evidence or come up with the same grade.

This means that just because other forms of evidence may have been equally valid to use, the selection of evidence is not unreasonable. Because of the flexibility of the approach this year, every school and college will have used different forms of evidence.

It also means that the independent reviewers will not remark or grade students' evidence. Instead, they will look to see whether any teacher acting reasonably could have arrived at the same grade.

What will be the outcome of an appeal?

At either stage of the appeals process a student's grade may go up, stay the same, or go down. When placing an appeal, the student will have to sign a declaration saying that they accept the fact their **grade may go down** and they may get a lower grade than their original TAG.

What's a priority appeal?

Priority appeals are only open to A level students starting university this autumn, who have missed out on the conditions of their firm or insurance offer. JCQ cannot offer priority appeals for GCSE students, unfortunately.

What should I do before appealing?

Students must read the JCQ Student and Parent guide before appealing, which is available on both the school and JCQ websites.

We may not be able to offer as much advice and guidance on the likely success of an appeal this summer as we would in normal years, as we have already moderated and quality assured all the grades ourselves.

What are the two stages of an appeal?

All appeals, on any of the grounds above, must first go through a centre review. At this stage, we will check for any administrative errors, and check that our policies and procedures were followed correctly. Our policy has already been approved by the exam boards, so we are only ensuring that we followed this properly.

The outcome of the centre review will be communicated to students when made.

At the centre review stage, if we find that a grade should go up or down, we will ask the exam board to change it. They will then consider this request.

Following the outcome of a centre review, students may still choose to pursue an awarding organisation appeal. They must fill in the form below, which we will then send on their behalf to the

exam boards. Students and parents cannot send appeals directly to the exam board themselves – it must come from us.

The outcome of the awarding organisation appeal will be communicated to students when made.

How do I make an appeal?

Following results days, students should fill in the first section of the JCQ form which is available on the school website and send it to ctaylor@theforestschool.net

What are the deadlines for non-priority appeals?

The deadline for submitting a centre review is 3 September; and the deadline for submitting an awarding organisation appeal is 10 September.

Appeals received after these dates may still be considered.

Regards

Catherine Taylor

Assessment and Exams Officer