

## Post Results Services Information: A-Level and GCSE August 2021

If you believe an error has been made in determining your grade, you have a right to appeal. **Please remember that, at all stages of the appeal, grades can go up, stay the same or go down.** Please read the relevant documents available in the exams section of the school website under 'Exams' prior to making an appeal, in particular:

- JCQ Guidance for students, parents and guardians: GCSEs and AS/A Levels in England Summer 2021
- The Centre Policy

### Key Dates (Centre Appeal – Stage 1):

**10<sup>th</sup> August to 13<sup>th</sup> August (A-Level and Level 3 VTQs)**

**12<sup>th</sup> August to 16<sup>th</sup> August (GCSE and Level 2 VTQs)**

### Exam Board Appeal (Stage 2)

**18<sup>th</sup> August**

**19<sup>th</sup> August**

Appeals will still be accepted and submitted after these dates, however, the final outcome could be delayed. These dates represent the school's own internal deadlines – we will work to separate deadlines set by JCQ to submit the necessary information to examination boards.

There are two stages to the appeals process:

## Stage 1: Centre Review

You can appeal to the school, who will review whether:

- an administrative error has been made, e.g. an incorrect grade was submitted; an incorrect assessment mark was used when determining your grade.
- a procedure was not applied correctly, e.g. the Centre Policy was not followed, internal quality assurance was not undertaken, access arrangements or mitigating circumstances, such as illness, were not taken into account.

## Stage 2: Appeal to the Exam Board

You can ask the school to appeal to the exam board, who will review whether:

- the school or college made an unreasonable exercise of academic judgement\* in the choice of evidence from which they determined your grade and/or in the determination of your grade from that evidence.
- the school or college did not apply a procedure correctly, e.g. they did not follow their Centre Policy, did not undertake internal quality assurance, did not take account of access arrangements or mitigating circumstances.
- the exam board made an administrative error, e.g. they changed your grade during the processing of grades.

A Stage 1 review must have taken place before a Stage 2 review can be actioned. Once a stage 2 review has been actioned it cannot be withdrawn.

*\*A reasonable judgement is one that is supported by evidence. An exercise of judgement will not be unreasonable simply because a student considers that an alternative grade should have been awarded, even if the student puts forward supporting evidence. There may be a difference of opinion without there being an unreasonable exercise of judgement. The reviewer will not remark individual assessments to make fine judgements but will take a holistic approach based on the overall evidence.*

## Submitting an Appeal

At both stages of the process pupils will need to submit the appeal to the school, and give us written consent to conduct the appeal or submit it to the exam board on their behalf. The appropriate JCQ Appeal Request Form must be completed in full, signed and returned to the school for the review process to proceed without delay. The form can be accessed from the school website under 'Exams'.

Completed forms should be emailed to [Exams2021@chaseterraceacademy.co.uk](mailto:Exams2021@chaseterraceacademy.co.uk)

**It's important to remember that grades can go down, up or stay the same through either stage of the process.**

## Resit Opportunities

There is also the option to resit GCSEs and A-levels 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.

## Key Dates

### Priority Appeals (Year 13 pupils only)

- A priority appeal is for pupils applying to higher education who did not attain their firm choice, i.e. the offer they accepted as their first choice, and wish to appeal an A-level or other Level 3 qualification.
- When making a priority appeal, pupils must include their UCAS number.
- We will attempt to complete the centre review as quickly as possible.
- Priority Appeals made after 13<sup>th</sup>/18<sup>th</sup> August will still be processed but may not be completed in time to meet the exam board's final deadline.

### Non-priority Appeals

- Non-priority appeals are any A levels, GCSEs or vocational qualifications, where a firm or insurance university place is not pending.
- Non-priority appeals should be made to the school by the dates outlined above.
- Appeals made after this date will still be processed but may not be completed in time to meet the exam board's final deadline.

**In both cases, the JCQ Appeals Form must be completed in full and submitted to the school in order for the appeal to be processed without delay.**

## Enquiries

Members of staff will be on hand to answer questions or respond to queries on both A-level and GCSE results days.

Post-results clinics are provided by members of the Sixth Form team who can assist and advise both Year 11 and Year 13 pupils regarding their options for further study.

Any enquiries made after the results days should be emailed to [Exams2021@chaseterraceacademy.co.uk](mailto:Exams2021@chaseterraceacademy.co.uk)