



Marden High School

Ref: KR/ES

7 July 2021

Dear Parent/Carer

Please find below some information regarding the collection of GCSE grades and appeals.

When will my child receive their GCSE grades?

Pupils will be able to come into school to collect their GCSE grades on Thursday 12 August. If they are unable to collect their results and would like them to be emailed please contact Ms Lively at s.lively@mardenhigh.net as soon as possible. They will be invited to come in in form classes at the following times:

- 8.30am - 9.00am 11M
- 9.00am - 9.30am 11A
- 9.30am - 10.00am 11R
- 10.00am - 10.30am 11D
- 10.30am - 11.00am 11E
- 11.00am - 11.30am 11N

Representatives from Connexions will be available as well as staff from school to discuss next steps with anybody who needs to.

How were my / my child's grades arrived at this year?

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

These grades were then approved by the relevant exam board, following external quality assurance checks.

In some cases, the TAGs we submitted may have been reviewed by the exam board, who may have asked us to submit an alternative grade. However, any changes to the grades we submitted were done by professional teachers or reviewers; this year no grades have been changed as a result of an algorithm.

What do I do if my child is concerned about their grade?

All students have the opportunity to appeal their grade if they meet the eligibility criteria (see below). 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 (see 'What are the two stages of an appeal?' below), a student's grade may go down, stay the same, or go up. 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 should I do before appealing?

Students must read the JCQ Student and Parent guide before appealing, which is available on the JCQ website and [linked here](#).

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 once completed.

At the centre review stage, if we find an error, we will contact the exam board along with the evidence so that they can review the grade.

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 through school.

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

How do I make an appeal?

Following results days, if students wish for a centre review to take place, **students** should fill in this [Google form](#).

What are the deadlines for GCSE appeals?

12 August to 3 September: student requests centre review

12 August to 10 September: centre conducts centre review

13 August to 17 September: centre submits appeal to exam board

Yours faithfully



Mr M Snape
Headteacher