

SACRED HEART
CATHOLIC SECONDARY SCHOOL

Dear Parent/Carer,

RE: GCSE results and appeals

I am writing to inform you that the government has recently published details regarding the GCSE appeals process. We have put together the following Frequently Asked Questions to help you understand the process. We hope you find this useful.

GCSE results day is **Thursday 12th August**. Students can arrive from 8:30am until 12pm to collect their results. Staff will be wearing face masks and current Covid guidance will be taken into account for the process and procedures for results day. Students should present themselves to reception in the morning and they will receive their results in the main hall.

If you are unable to attend school on that day please email us using this email address: enquiries@sacredheart.npcat.org.uk. We will then make alternative arrangements for you to receive your GCSE results.

Senior Leaders will be onsite to take any questions on GCSE results day. Mrs Willis will also be available for advice and guidance regarding college admissions.

How were my child's grades awarded 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 internal and external quality assurance checks. This year no grades have been changed as a result of an algorithm.

What do I do if I'm not happy with my child's 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 at college, which may be preferable to some students. The design, content and assessment of these papers will be the same as in a normal year.

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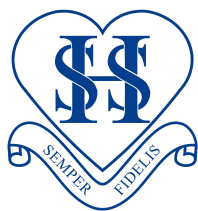
Headteacher: Dr P Caldwell

Sacred Heart Catholic Secondary School, Mersey Road, Redcar, TS10 1PJ

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What are the grounds for appeal?

There are five 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.
- 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 will be the outcome of an appeal?

At either stage of the appeals process ('What are the two stages of an appeal?' see below), 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 should I do before appealing?

Students must read the JCQ Student and Parent guide before appealing, which will be available on the JCQ website by results day. The most update guidance can be found via this link:

<https://www.jcq.org.uk/wp-content/uploads/2021/03/JCQ-Guidance-for-Students-and-Parents-on-Summer-2021.pdf>

What are the two stages of an appeal?

All appeals, on any of the grounds above, must first go through a centre review-school level. At this stage, we will check for any administrative errors, and check that our policies and procedures were followed correctly. They must fill in the form below (How do I make an Appeal). 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 e.g AQA, Edexcel etc**. 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

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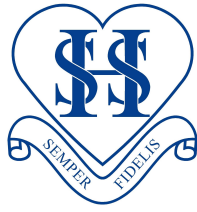
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directly to the exam board themselves – it must come from us. The outcome of the awarding organisation appeal will be communicated to students when made.

How do I make an appeal?

Following the GCSE results day, students should fill in the first section of the JCQ form [here](#) and email it to: enquiries@sacredheart.npcat.org.uk This needs to be completed by Friday 3rd September. No appeals will be accepted after this date.

Please contact us via the enquiries email above if you have any other questions or queries.

We look forward to seeing our Year 11 students on results day.

Yours sincerely,

Mrs Doyle
Associate Assistant Headteacher and Student Achievement Leader for Year 11

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