



19<sup>th</sup> July '21

*Dear Parent/Carer*

I hope you are all keeping well and safe.

In readiness for Results Day on 12<sup>th</sup> August '21, I'd like to share with you a range of information which will support you and your child's understanding in regard to the grading process this year, how result day will operate and what options they have following the issuing of their grades.

### **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. The policy which was followed, was submitted to JCQ back on 29<sup>th</sup> April '21 to be quality controlled by them and we received approval on 26<sup>th</sup> May '21 for being fit for purpose. You can view the policy by following this [link](#).

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

Whilst students work, marks and grades were reviewed, ultimately a grade was submitted by comparing the evidence of performance against a set of grade descriptors issued by JCQ.

### **What are the arrangements for collecting results?**

Individualised letters for every pupil detailing their arrival time and entrance point will be sent to each pupil's school email address.

To access the letter pupils should log-in to their school email address followed by their usual password for logging into their school account.

A summary of these arrangements can be found [here](#).

### **What do I do if I'm not happy with my / 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, A levels and some AS levels in the autumn, which may be preferable to some students. At the time of writing, 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 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 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 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 will be handled more quickly than other appeals, where possible before UCAS's advisory deadline of 8 September.

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**, therefore they do not apply for Y11 Students.

### 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 days.

You have previously received an overview of what evidence has been used by each subject ([link](#)). If your child is unaware of the marks/grades which are associated with them, these will be available on results day.

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 [here](#) for both Centre Reviews and awarding organisation appeal and send it to [appeals21@bridgewaterhigh.com](mailto:appeals21@bridgewaterhigh.com) Appeals submitted without using this form will be returned.

### **What are the deadlines for non-priority appeals?**

Non-priority appeals are any A levels, GCSEs or vocational qualifications, where a firm or insurance university place is not pending.

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.

### **You know my / my child's grades. Why can't you tell us? What if you know we haven't met our university conditional offer?**

We are forbidden from disclosing the Teacher Assessed Grades to any third party, including students and parents, until results days. Any teacher or member of staff who does this is committing exam malpractice.

Although students may have been given marks or grades on single pieces of evidence, we cannot disclose the final submitted TAG.

During the external quality assurance process taking place in June and July, our submitted TAGs may be moved up or down (although this will always be done through human agency, not by an algorithm).

Regards

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