



Dream. Reach. Achieve.

YSGOL BRYN ALYN

Summer 2020

Results, Appeals and Certificates process

Information for Candidates

Results, Appeals and Certificates

Centre assessment grades and rank orders

Ysgol Bryn Alyn has submitted provisional (centre assessment) grades and rank orders to the relevant awarding body in accordance with the Ofqual guidance ¹ on *Awarding qualifications in summer 2020* and in line with awarding body (exam board) instructions.

¹<https://www.gov.uk/government/publications/awarding-qualifications-in-summer-2020>

The grade and rank order positions have been based on evidence that has been collected from pupils' work and / or past performance. Examples of the type of evidence used are:

- Results and value-added indicators for the subject from previous years;
- Assessments carried out throughout the course;
- Target grades based on prior attainment;
- Mock Examination results;
- Homework and classwork;
- Completed or partially completed coursework;
- Information including attendance, the ability to meet deadlines and other progress measures.

All grade and rank order positions were discussed and agreed within Faculty / Subject areas and then signed by the Head of Faculty and another member of staff within that subject area. Following Senior Leadership scrutiny, Mrs. Slinn in her role as Headteacher and Head of Centre, signed an accompanying statement that vouched for the accuracy of the information provided.

For the reason of fairness, awarding bodies are putting these grades through a standardisation process to ensure grading standards are consistent across all centres. The rank order of candidates should not be changed but the final grades candidates receive may be different to the centre (school) assessment grade.

Final grades

On candidate statements of results (results slips) and certificates, final grades will be reported in the same way as in previous years.

Final grades will be issued on results day on the 20th August 2020. Pupils should have already indicated and received time slots to collect result slips.

Concerns about your results

At results time, Ofqual will be providing information for students that sets out how their grades were calculated this year and the options available if they believe their result was not properly produced, including access to appeal. The *National Careers Service Exam Results Helpline* ² offers advice each year for students who have not received the results they had hoped for. Mrs Jackie Catterall, the school Careers Officer, will also be on site on results day to offer guidance and advice where required.

²<https://www.gov.uk/careers-helpline-for-teenagers>

At results time, Ofqual and Awarding bodies will also likely provide information for pupils about results. Ysgol Bryn Alyn will signpost you to any relevant information at results time such as the ³*WJEC Guide to Summer 2020 Results and Appeals*.

³<https://www.wjec.co.uk/media/ugef00dy/wjec-guide-to-results-and-appeals-v10-4.pdf>

If you have a concern about a grade you have been awarded, please speak to Mrs Laura Jones, Exams Officer, or Mr Rob Ransome, Assistant Headteacher to:

- check whether a technical error was made when submitting your centre assessment grade and rank order to the awarding body
- raise a complaint if you feel you have evidence of bias or that you were discriminated against; you could also pass such evidence on to the awarding body who could investigate for potential malpractice
- seek any information the awarding body holds in relation to how your final grade was calculated
- provide information about the opportunity to take an exam in the autumn series or in summer 2021

Arrangements for appeals

The arrangements for awarding qualifications in summer 2020 state:

Candidates can appeal their grades through their centre if they feel the process this summer was not followed correctly in their case.

A candidate can:

- ask their centre to appeal on their behalf to an awarding body if there is evidence that leads a candidate to believe:
 - o the centre made an error when submitting a centre assessment grade or rank order information
 - o an awarding body made a mistake when calculating, assigning or communicating a grade
- appeal against the centre's decision not to seek any information the awarding body holds that would be needed for an appeal; and/or not to appeal to the awarding body

A candidate cannot:

- appeal against their centre assessment grades and position in the rank order
- appeal in respect of the process or procedure used by Ysgol Bryn Alyn in calculating their centre assessment grades and position in the rank order
- appeal directly in any respect to the awarding body

Internal appeals procedure

Ysgol Bryn Alyn **will**:

- inform candidates of the arrangements for appeals prior to the issue of results by making this document available on the school website. Enabling the accessibility of senior members of centre staff immediately after the publication of results.
- appeal to an awarding body on a candidate's behalf if it believes the centre itself made an error when submitting a centre assessment grade or rank order information or if it believes an awarding body made a mistake when calculating, assigning or communicating a grade
- ask the candidate to provide written informed consent (informed consent via candidate email is acceptable) before an appeal is submitted to the awarding body as the appeal could result in the final grade being lower than, higher than, or the same as the grade which was originally awarded
- only collect consent after the publication of results.
- where relevant, advise an affected candidate to inform any third party (such as a college) that an appeal has been submitted to an awarding body

Ysgol Bryn Alyn **will not**:

- seek any information the awarding body holds that would be needed for an appeal if it does not believe an awarding body made a mistake when calculating, assigning or communicating a grade
- appeal to an awarding body on a candidate's behalf if it does not believe the centre itself made an error when submitting a centre assessment grade or rank order information or if it does not believe an awarding body made a mistake when calculating, assigning or communicating a grade

An internal appeal may be submitted to the centre where a candidate (or his/her parent/carer) believes there are grounds to appeal against the centre's decision:

- not to seek any information the awarding body holds that would be needed for an appeal
- not to appeal to the awarding body

An internal appeal should be submitted by:

- completing and submitting a **Summer 2020 internal appeals form (found on Page 6)** to Mrs Laura Jones, Exams Officer, on mailbox@ysgolbrynalyn.wrexham.sch.uk This should be submitted no later than 10 working days after the publication of GCSE examination results (1st September 2020).

- the candidate will be informed of the outcome of the internal appeal as soon as a decision has been made and in sufficient time for the centre to take any appropriate action where the internal appeal may be upheld.

If the internal appeal is upheld by the centre, Ysgol Bryn Alyn:

- will request information the awarding body holds that would be needed for an appeal within the time period set by the awarding body
- will submit an appeal on the candidate's behalf to meet the awarding body's deadline for appeals
- will require payment by the appellant for any fee that may be charged by the awarding body for a preliminary appeal as published by the exam boards

Most important, if your exam results are not as expected then don't panic. This is an unprecedented situation and we can help you. Please e-mail or phone to speak to Mrs Laura Jones, Exams Officer, Mr Ransome, Assistant Headteacher, Mr Beddoes, Head of Year 11 or another member of the Senior Leadership team who will be able to advise you on your best options and work with you to progress to the next step of your career journey. Don't worry, there is always a way through, and Ysgol Bryn Alyn can and will help you.

Internal appeals form

Summer 2020 awarding

Please tick box to indicate the nature of your appeal and complete all white boxes on the form below

FOR SCHOOL USE ONLY	
Date received	
Reference No.	

- Appeal against the college's decision not to seek any information the awarding body holds that would be needed for an appeal
- Appeal against the college's decision not to appeal to the awarding body

Name of appellant		Contact No	
Candidate name if different to appellant		Qualification type Subject	

Please state the grounds for your appeal below:

If necessary, continue on an additional page if this form is being completed electronically or overleaf if hard copy being completed

Appellant signature:

Date of signature:

This form must be signed, dated and returned to the exams officer on behalf of the head of centre to the timescale indicated in the internal appeals procedure