



ST. AIDAN'S

CHURCH OF ENGLAND HIGH SCHOOL

Information for Candidates

Summer 2021 Results, Appeals and Certificates

Teacher Assessed Grades

St Aidan's has determined grades in accordance with the JCQ guidance <https://www.jcq.org.uk/summer-2021-arrangements/> and has submitted these grades to the relevant awarding organisation by the required deadline.

To support your understanding, please refer to <https://www.gov.uk/government/publications/student-guide-to-awarding-summer-2021>.

St Aidan's have taken multiple steps to make sure these grades reflect students' performance. Teachers have received clear guidance and support with grading and making objective decisions to enable grades to be fair.

There is also a rigorous system in place to ensure fairness, including checks in schools and colleges and by the awarding organisations. This has included internal moderation of assessments, Head of Department meetings and finally checks by Mr Burt, Headteacher. The awarding organisations have then checked the evidence that was sent to them during the Quality Assurance process.

You have already been made aware of the evidence your teachers used to determine grades, providing the opportunity for you to raise any errors or mitigating circumstances relating to particular evidence before grades were submitted.

If you think an error has been made in your grade, a Review/Appeals system will be in place as a **safety net for exceptional circumstances**, and to fix any genuine errors that were not identified earlier in the process.

You should consider carefully if requesting an appeal is the right course of action for you. An appeal will only be successful if either an error is found or the grade awarded or the selection of the evidence used are found to be an unreasonable exercise of academic judgement.

The Awarding Organisations will not be able to consider appeals that are based solely on differences of opinion.

Unlike previous years you do not have the comfort of knowing your grade is secure as there are no grade boundaries, it is also worth noting that unlike in 2020 student have not been ranked in order

Headteacher: Mr C Burt

St. Aidan's Church of England High School, Oatlands Drive, Harrogate, North Yorkshire HG2 8JR

Tel: 01423 885814 • Email: admin@staidans.co.uk • www.staidans.co.uk



ST. AIDAN'S

CHURCH OF ENGLAND HIGH SCHOOL

Results

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

Results will be issued on result day in August as follows:

Date	Qualification type
12/08/2021	GCSE and other Level 1/2 qualifications

Arrangements for results day

Results will be released to candidates via their school email after **8:30 am on Thursday 12th August 2021.**

We are unable to give out results over the telephone

Senior staff, Careers and pastoral staff will be available throughout the day to help if you have any questions. Due to ongoing Covid restrictions, if you would like an in - school consultation then we ask you to request an appointment online before coming into school.

Concerns about your results

Stage 1 – Centre review – Deadline 3rd September 2021

If a candidate does not consider they have been issued with the correct grade, they can submit a request to their centre to check if an administrative or procedural error has occurred.

The candidate must provide their written and recorded consent as their grade could go down, up or remain the same at any stage in the centre review and/or appeals process.

If an error is found, the centre can submit a request to the awarding body to correct the error and amend the grade without the need to submit an appeal to the awarding body.

Headteacher: Mr C Burt

St. Aidan's Church of England High School, Oatlands Drive, Harrogate, North Yorkshire HG2 8JR
Tel: 01423 885814 • Email: admin@staidans.co.uk • www.staidans.co.uk



ST. AIDAN'S

CHURCH OF ENGLAND HIGH SCHOOL

Stage 2 – Appeal to the awarding organisation – Deadline 13th September 2021 (in order that the Awarding Organisation's deadline of 17th September can be met)

An appeal to the awarding body can only be submitted if the first stage, centre review, has been completed and the outcome of the first stage has been issued to the candidate.

If the candidate believes there is still an error following the centre review, or if the awarding body has made an administrative error, or the candidate considers that the grade awarded was an unreasonable exercise of academic judgement, the candidate can then submit a request to their centre to proceed with an appeal to the awarding body on their behalf.

Candidates must provide their written and recorded consent as their grade could go down, up or remain the same at any stage in the centre review and/or appeals process.

The awarding body will determine the grade at appeal and the outcome will be final other than in instances of a procedural error by the awarding body.

The appeal must be submitted according to the requirements of the awarding body to which it is being submitted.

The awarding body will aim to complete Stage Two of the appeals process (the awarding body appeals stage) within 42 calendar days of receipt of the application.

If a candidate or the centre considers that the awarding body has made a procedural error, they can apply to Ofqual's Exam Procedures review Services (EPRS)

Certificates

Certificates, when received from the awarding organisations, will be issued to you at the GCSE presentation evening on 10th November. Further details will be made available nearer the time.

Headteacher: Mr C Burt

St. Aidan's Church of England High School, Oatlands Drive, Harrogate, North Yorkshire HG2 8JR
Tel: 01423 885814 • Email: admin@staidans.co.uk • www.staidans.co.uk



ST. AIDAN'S

CHURCH OF ENGLAND HIGH SCHOOL

The arrangements for appeals

There are two stages to the appeals process:

- Stage 1 - centre review
- Stage 2 - appeal to the awarding organisation

St Aidan's will support its students/candidates through the centre review and awarding organisation appeals process.

The information below describes the arrangements in place at St Aidan's for conducting a centre review and (where applicable) submitting an appeal to the awarding organisation following a centre review.

Stage 1 – Centre review

- If a candidate does not consider they have been issued with the correct grade, they can submit a request to Mrs T Mahoney (Examinations Officer) t.mahoney@staidans.co.uk to check if an administrative or procedural error has occurred. **Important:** Please cc Mrs R McQuire into Review and Appeals emails, r.mcquire@staidans.co.uk
- A copy of the interactive *JCQ Student Request Form for Centre Reviews and Appeals* is available [here](#). Copies of the form are also available from the examinations office.
- On receipt, the candidate should read the important instructions and fully **complete section A. Student request** of the *Stage one – centre review form* including an electronic signature and date. The form should be saved and returned as an email attachment or in person to Mrs T Mahoney, before the deadline of 3rd September 2021.
- The outcome of the centre review may result in the candidate's grade remaining the **same**, being **lowered** or **raised**
- On completion of the review Mrs T Mahoney (Examinations Officer) will **complete section B. Centre review outcome** of the form and share with the candidate as a record of the outcome, in sufficient time prior to the relevant appeal to awarding organisation deadline.
- If an administrative or procedural error is found, Mrs T Mahoney (Examinations Officer) will submit a request to the awarding organisation to correct the error and amend the grade without the need to submit an appeal to the awarding organisation

Headteacher: Mr C Burt

St. Aidan's Church of England High School, Oatlands Drive, Harrogate, North Yorkshire HG2 8JR
Tel: 01423 885814 • Email: admin@staidans.co.uk • www.staidans.co.uk



ST. AIDAN'S

CHURCH OF ENGLAND HIGH SCHOOL

Stage 2 – Appeal to the awarding organisation

- An appeal to the awarding organisation will only be submitted if the first stage, centre review, has been completed and the outcome of the first stage has been issued to the candidate
- The awarding organisation will not be able to consider an appeal that is based solely on differences of opinion - if the candidate wants to improve their grade they may want to consider entering for the autumn exam series
- If the candidate believes there is still an error following the centre review, or if the awarding organisation has made an administrative error, or the candidate considers that the grade awarded was an unreasonable exercise of academic judgement, the candidate can submit a request to Mrs T Mahoney (Examinations Officer) t.mahoney@staidans.co.uk via the interactive *JCQ Student Request Form for Centre Reviews and Appeals* which is available [here](#) and from the examinations office to proceed with an appeal to the awarding organisation on their behalf. **Important:** Please cc Mrs R McQuire into Review and Appeals emails, r.mcquire@staidans.co.uk
- To proceed, the candidate must complete the ***Stage two – appeal to awarding organisation*** section of the form, including electronic signature and date. The form should be saved and returned as an email attachment or in person to Mrs T Mahoney (Examinations Officer) by Monday 13th September, in order that the Awarding Organisation's deadline of 17th September can be met. **Important:** Please cc Mrs R McQuire into emails, r.mcquire@staidans.co.uk
- Mrs T Mahoney (Examinations Officer) will then submit the appeal on the candidate's behalf according to the requirements of the awarding organisation to which it is being submitted
- The awarding organisation will determine the grade at appeal and the outcome will be final
- The outcome of the appeal may result in the grade remaining the **same**, being **lowered** or **raised**
- There is no further opportunity to appeal the outcome to the awarding organisation
- The awarding organisation's appeal outcome letter will be provided by Mrs T Mahoney (Examinations Officer) via email to the candidate as soon as reasonably practical after the outcome letter from the awarding organisation is received in the centre.
- Should the candidate still remain concerned their grade was incorrect, they may be able to apply for a procedural review

Headteacher: Mr C Burt

St. Aidan's Church of England High School, Oatlands Drive, Harrogate, North Yorkshire HG2 8JR
Tel: 01423 885814 • Email: admin@staidans.co.uk • www.staidans.co.uk



ST. AIDAN'S

CHURCH OF ENGLAND HIGH SCHOOL

- The appeal outcome letter will include the next appropriate steps, where applicable, to apply for a procedural review to the Exam Procedures Review Service (EPRS)

Note - Once a finding has been made **you cannot withdraw your request for a centre review or appeal**. If your grade has been lowered, you will not be able to revert back to the original grade you received on results day.

Deadlines to submit a request

Non-priority appeal (all GCSE appeals are 'Non-Priority')

3 September 2021 - deadline for a candidate to request a Stage 1 - centre review

13th September 2021 – deadline for a candidate to request a Stage 2 – appeal to awarding organisation (in order that the Awarding Organisation's deadline of 17th September can be met).

Autumn 2021 exam series

There will be an opportunity to sit exams in the autumn exam series to improve your grade. You must complete the re-sit request form which is available via the school website or from Mrs T Mahoney in the exams office and return before the deadline

The deadline for autumn 2021 entries is 4th October 2021

Headteacher: Mr C Burt

St. Aidan's Church of England High School, Oatlands Drive, Harrogate, North Yorkshire HG2 8JR
Tel: 01423 885814 • Email: admin@staidans.co.uk • www.staidans.co.uk