



GUIDANCE TO STUDENTS, PARENTS/CARERS

AS LEVEL, GCSE, CAMBRIDGE NATIONALS & VOCATIONAL EXAMINATIONS

SUMMER 2021

School Assessment Timelines 2021

AS Level, GCSE, Cambridge Nationals

As you are aware, the government has decided that the summer 2021-examination series will not go ahead as planned, instead teachers will determine grades, based upon a range of evidence verified by School.

These results will then be reviewed by the exam boards before awarding the final grades which reflect performance on content students have been taught.

Timeline of Dates

26th May to 18th June

- Teacher assessed grades to be submitted to exam boards
- Exam Boards to conduct virtual visits with School to support and give guidance

18th June to 26th July

- Exam Boards to complete quality assurance and finalise grades with School

10th August

- AS Level Exam Results Day
9.30am until 12.30pm

12th August

- GCSE, Cambridge Nationals and Vocational Exam Results Day
9.30am until 12.30pm

How students will be assessed

Teachers will initially determine student's grades, which will then be reviewed by School. Teachers will only base the grade on what the student has been taught and will use a range of evidence to make their decision.

- Teachers will assess students against a national standard, which will be defined by the exam boards.
- Records of students performance on the content you have been taught over the entire course of your studies
- Non-exam assessment (coursework/internal assessments) even if not fully completed
- Work produced in tasks set by School that reflect what is required by the exam board including classwork, homework, internal test or mock exams.
- School also have the option to set tests for the students in order to gather further evidence. These tests are not formal exams.
- Blocks of tests will be timetabled during April and May.
- Students will have access arrangements they are entitled to for these tests.

If these arrangements were not in place when any assessments took place and is to be used as evidence, the teacher should take that into account when determining the students grade.

- All grades submitted will be quality assured by School, once a teacher has determined the students' grade it will be reviewed by another teacher in School to ensure consistency within the School's policy.
- Special consideration requests will not apply in the usual way this summer due to students not taking exams.
- Exam boards will check the School's policies to ensure they meet all requirements.
- All exam results will be quality assured externally by exam boards which may include random sampling of our schools evidence.
- Once the exam boards are confident in our submitted results then will then award the student their final grade.
- If students do not think their results are accurate, they will have the right the appeal.
- All teaching staff are allowed to share details of the range of evidence on which students' grades will be based, while ensuring that details of the final grades remain confidential.

Appeals

There will be an appeals system in place should the student believe an error has been made in determining their grade. There are two stages of the appeals process:

Stage 1 – Centre Review

You can appeal to School who will review whether there has been:

- an administrative error – submitted incorrect grade
- did not apply a procedure correctly eg. did not follow a section(s) of the schools Centre Policy.

To help you decide whether to appeal, you are entitled to ask for the following information on Results Day

- schools Centre Policy
- sources of evidence used to determine the grade
- details of any access arrangements that have been taken into account

Stage 2 – Appeal to the Exam Board

If the student does not think the grade is correct after the school has completed stage 1 of the appeal procedure they can then appeal directly to the exam board who will review whether:

- the school made an unreasonable exercise of academic judgement in their choice of evidence to determine the students grade.
- the school did not apply procedure correctly
- the exam board made an administrative error – changed the grade during the processing of grades.

At both stages of the process you will need to submit an appeal to School and give them written consent to conduct the appeal or submit it to the exam board on the students behalf. It is very important to remember that the grade can go down, up or stay the same through either stage of the process.

10th August to 23rd August

- priority appeals window

11th August to 17th September

- non priority appeals window

Finally, if you believe the exam board has made a procedural error in handling your appeal, you can apply to Ofqual's Exam Procedures Review Service to review the process undertaken by the exam board.

Frequently asked questions:

1. Do teachers award the grade?
 - No, the grade takes into account the teacher's assessment across a range of evidence. This is against a nationally-defined standard, not the teacher's own opinion. This is then subject to internal and external quality assurance before the final grade is awarded by the exam body as usual.
2. Are grades decided by an algorithm?
 - No, unlike last year, student's grades will not be changed by a formula.
3. What about loss of learning/impact of Covid?
 - This year, teachers will only assess students on content they have been taught (remotely or in class). This will ensure students are not disadvantaged if they have not been able to complete the full course. However grades can only be determined on the basis of evidence.
4. Evidence to be used?
 - Teachers are able to draw on a range of assessment evidence from across a student's study of the course, up to Friday 28th May 2021.
5. Can students/parents make a case for why a student should be awarded a higher grade?
 - Teachers are unable to submit higher grades for students unless they have the evidence that they are consistently working at that level. If teachers submit higher grades without evidence they are committing exam malpractice.
 - Should students/parents be found to be putting teachers under undue pressure to increase grades, this will be referred to the exam boards and an investigation into malpractice may be conducted.
6. Can students discuss their grade with teachers?
 - Teachers will be able to discuss which evidence they are using to inform their judgement with students, including marked or graded pieces of work.
 - However, teachers are NOT allowed to disclose their final submitted grade they give to the exam board.