

Information for candidates – Results and Appeals – GCSEs 2020

Concerns about your results

The methodology for producing GCSE and A Level results in 2020 has been evolving rapidly in recent days, such that much of the existing JCQ Appeal procedure has become redundant. There will now be no need to question the standardisation methodology used by the awarding bodies since your grades are now the higher of Centre Assessment Grades and moderated grades. Other options set out in this document remain relevant.

Ofqual have provided the information below 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 offers advice each year for students who have not received the results they had hoped for. Ofqual will also make a helpline available to students and their parents or carers to talk about the appeals process and any other questions they may have about their results this summer. A Link to the JCQ Appeals guidance is also provided for information.

²<https://www.gov.uk/guidance/your-results-what-next>

<https://www.gov.uk/government/publications/student-guide-to-post-16-qualification-results-summer-2020>

<https://www.gov.uk/government/publications/student-guide-to-appeals-and-malpractice-or-maladministration-complaints-summer-2020>

³<https://www.gov.uk/careers-helpline-for-teenagers>

<https://www.jcq.org.uk/wp-content/uploads/2020/08/JCQ-June-2020-appeals-guidance.pdf>

Awarding bodies will also likely provide information for students about results. Harrodian will signpost you to any relevant information at results time.

If you have a concern about a grade you have been awarded, you can ask Harrodian to:

- check whether an error was made when submitting your centre assessment grade and rank order to the awarding body
- raise a complaint with Mrs Locke, Director of Studies, 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:
 - the centre made an error when submitting a centre assessment grade or rank order information
 - 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 Harrodian in calculating your centre assessment grades and position in the rank order
- appeal directly in any respect to the awarding body (unless a private candidate)

Internal appeals procedure

Harrodian will:

- inform candidates of the arrangements for appeals prior to the issue of results and the accessibility of senior members of centre staff immediately after the publication of results by issuing this *Information for candidates – Results and Appeals* document
- 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 university or college) that an appeal has been submitted to an awarding body

Harrodian 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 can 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 and/or
- not to appeal to the awarding body

An appeal should be submitted by

- by completing and submitting an **internal appeals form** by Thursday 3rd September 2020
- The appellant will be informed of the outcome of the appeal as soon as possible and in any event before the centre's internal deadline for submitting a request for an appeal].

If the internal appeal is upheld by the centre, resulting in an appeal on the candidate's behalf being submitted to the awarding body:

- awarding body fees which may be charged for an appeal – these must be paid to the centre by the appellant before the appeal is submitted to the awarding body (fees are available from the exams officer)

- if the appeal is upheld by the awarding body, this fee will be refunded by the awarding body and repaid to the appellant by the centre.

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 CENTRE USE ONLY	
Date received	
Reference No.	

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

Name of appellant		Awarding body	
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

Complaints and appeals log

On receipt, all complaints/appeals are assigned a reference number and logged. Outcome and outcome date is also recorded.

[illegible]