



CAISTOR YARBOROUGH ACADEMY

15 July 2021

Dear Parent/Carer;

GCSE Results Day 2021

We look forward to welcoming your son/daughter to collect their GCSE results on **Thursday 12th August 2021**. As you will be aware, the last year has been challenging as a result of the pandemic and the Academy has worked incredibly hard to minimise the risk to both staff and students. Even though national restrictions are being lifted, we will still have to implement procedures to make the collection of your child's results as safe as possible, so as not to jeopardise the progress we have made in keeping our community safe.

To enable us to implement safety procedures, we are going to stagger the collection of the GCSE results. The times will be as follows:

Mrs Hay's tutor group: 9.30am

Mrs Marshallsay's tutor group: 10.00am

Mrs Coulson's tutor group: 10.30am

Please try and stick to these times as much as possible.

Results will be collected from the Drama Studio.

There will be a one-way system signposted and staff will be available in the Hub quad area for brief discussions if there are any problems, however, as you can appreciate we will not be encouraging pupils and their parents to remain at the academy long after they have collected the results.

If you would prefer your son / daughter's results to be posted, please ensure students email enquiries@cyac.org.uk with the relevant information for the attention of Mrs Thompson, Exams Officer and this will be actioned as soon as practicable after results day. Unfortunately, we are unable to provide results via telephone or email.

If somebody else, such as a relative, is picking up results on behalf of your child then we will need written consent, signed by the student, to release the results. Without this, we will be unable to release the results.

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I hope you understand the necessity for the arrangements above. I would like to congratulate all Year 11 students in advance of the results they will receive, which reflect a tremendous amount of hard work and dedication in very difficult circumstances during this academic year. Every student has the right to appeal their grades and information about the appeals process is enclosed.

Yours sincerely

Jo Biglands
Deputy Headteacher

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Year 11 Grades and Appeals 2021

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

What do I do if I'm not happy with 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 in the autumn, which may be preferable to some students. The design, content and assessment of these papers will be the same as in a normal year. The Autumn series runs from 1st November until 3rd December 2021.

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. An example of this would be where you've been told you should have received extra time for assessments but this wasn't given in a certain subject.
- 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 should I do before appealing?

Students must read the JCQ Student and Parent guide before appealing, which will be available on the JCQ website [JCQ Guidance for parents and guardians summer 2021](#) by results days.

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?

On results day and in the days afterwards this [form](#) will need to be completed and handed into the school reception for the attention of Mrs Thompson, Exams Officer.

What are the deadlines for appeals?

The deadline for submitting a centre review is 3 September; and the deadline for submitting an awarding organisation appeal is 10 September.

Certificates

We would like to hold our Annual Certificates Evening on Thursday 18th November to present the students with their certificates, however, under the current circumstances, this is probably unlikely to happen. More information will follow about this but if it is unable to take place, certificates will be available to collect from school from the start of December. They need to be signed for and so we will be unable to post, unless you provide us with a signed for envelope from the post office.

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