



ALL SAINTS

CATHOLIC COLLEGE

ORARE LABORARE SERVIRE

Guidance for students, parents and
guardians: GCSEs in England
Summer 2021

Year 11 grading process – 2020/21

What is this document for, and what will it tell me?

Following the impact of the Covid-19 pandemic, the UK government has decided that the Summer 2021 examination series will not go ahead as planned. Instead, teachers will determine your grades, based upon a range of evidence verified by your school or college.

These results will then be reviewed by the exam boards who designed each course, before awarding the final grades which reflect your performance on content you have been taught, and allow you to confidently progress to the next stage of your education or into employment.

This document provides you with an overview of the most important information that you and your parents or guardians need to know about how grades will be awarded this summer. This includes a timeline of what is happening and when; how your teachers, and the school will determine your grades; and when you will receive your results.

JCQ and the exam boards have been working together actively to support teachers, schools and colleges to determine your grades this summer. As a school, we have developed our own approach that will provide you with the best opportunities to demonstrate your abilities in your subjects.

All decisions have been made in line with the guidance from the exam boards, Ofqual and the Department for Education. As such, we have strictly followed the guidance outlined by JCQ which has informed and refined our process. You can find more information in our full guidance document, published on the JCQ website.

An overview of how GCSE's will be determined 2021 – a timeline



Year 11 grading process – 2020/21

How will I be assessed?

Teachers will initially determine your grades, which will then be reviewed by your school or college. These will then be submitted to the exam boards who will then do additional checks to ensure the grades given are accurate.

The professional judgement of teachers will only be based on what you have been taught and your teachers will use a range of evidence from across the course of study to make their decision.

Evidence your teachers will use could come from any of the following:

- Records of your performance on the content you have been taught over the entire course of your studies.
- The quality of non-exam assessment (coursework) or internal assessments, even if you have not fully completed it.
- Work you have produced in tasks set by your school or college that reflects the specification, format and marking of exam boards. This could include substantial classwork, homework, internal tests or mock exams.
- In-class assessments using assessment materials provided by the exam boards. Importantly, these tests are not formal exams, nor are they designed to play the role of exams.

Your teachers do not need to assess you on every aspect of each subject. They just need a range of evidence that shows your performance on the aspects you have been taught.

In most cases, the range of evidence that your teachers use to inform your grade will be consistent across your class or cohort for each qualification. However, we may decide that a different range of evidence may be more appropriate to fairly inform your grade, if, for example, you have missed significantly more teaching than others in your class.

Keeping you in the know

Your subject teachers will tell you which pieces of work will be used as evidence to inform your overall grade. You will have the opportunity to raise any concerns about the evidence being used, for example, if the evidence was affected by personal circumstances, such as illness.

Your teacher will make the final judgement about what evidence is to be included – this is not a negotiation. Your teachers will not be able to tell you the grade they have submitted to the exam board.

Your teachers are under strict direction to not discuss your final grade with you. As such, you, or any member of your family, must not engage in any conversation with your teachers about the grade you will receive.

**We ought not
to be content with being
hearers, but doers.**

St Aloysius Gonzaga S.J.

Year 11 grading process – 2020/21

Using evidence to determine your grades

No single piece of evidence will necessarily be more important than another, as teachers will be assessing you based on a range of evidence that can give an overall picture of your performance. However, the nature of *how* the evidence was collated will be considered when looking at the holistic picture.

All evidence will be collated into a folder for each of your subjects. Your teachers will keep these folders and will detail the level of control that was used when completing these pieces of work (e.g. mock exams will be determined as high control).

Ofqual has issued separate guidance to schools, colleges and teachers about the submission of teacher assessed grades, including the evidence that can be used.

Once all the evidence is selected and assessments are complete, teachers will decide on an overall grade. They will do this objectively – so, if you are performing consistently at a grade 6 in a subject, you should be awarded a grade 6. Exam boards have provided guidance to show the standard of work expected for particular grades, including additional grade descriptors, to supplement those previously published by Ofqual.

It is important to say that much like with exams in normal years, the grades issued by teachers, schools and colleges will not take account of your potential. They will be a snapshot of the standard you are performing at based on a wide range of evidence. It should be no easier or harder for you to achieve a grade this year based on your performance than in previous years.

Once a teacher has determined your grade, it will be reviewed by other teachers in the school, so grades are determined consistently with our policy. Exam boards will check these policies to make sure they meet their requirements.

Adjustments, access arrangements and special consideration

We will make sure that if you have special educational needs and require reasonable adjustments, these are fulfilled when we gather your evidence. Where appropriate reasonable adjustments have not been put in place when you took an assessment, your teacher will take that into account when determining your grade. Your school will also consider whether other evidence can be used instead.

Special consideration requests will not apply in the usual way this summer because you will not be taking exams. If you think that your performance in an assessment has been affected by illness or personal circumstances, you should talk to your school or college about this as soon as possible. It is important that you raise any such instances before your school or college submits your grade.

If you have any questions about how your personal circumstances will be taken into account or want to raise anything with us, now is the best time to speak to a member of the senior leadership team. You should not wait until after you get your results.

Key members of staff

If you have any questions or concerns about the exams process, please do not wait until results day to raise these. For general queries, your first port of call should be Ms Marshall who is working closely with all subject leaders to ensure the school's policy is being adhered to.

Below is a list of key members of staff who are involved in the process.

Assistant Headteacher: Ms Marshall
Assistant Headteacher/ SENDCo: Mr Holland
Exams officer: Mr Gould
Deputy Headteacher: Mr Aykroyd
Head of Centre: Mr O'Neill

I have come so
that you may have
life;
life in all its fullness.

John 10:10

Year 11 grading process – 2020/21

Appeals

Although everyone will be working hard to make sure you are issued with the correct grades on results day, there will also be an appeals system as a safety net to fix any genuine errors that were not identified earlier on. If you believe an error has been made in determining your grade, you will have a right to appeal. There are two stages to the appeals process:

Stage 1: centre review

If you don't think you have been issued with the correct grade, you can appeal to your school or college, who will review whether they:

- made an administrative error, e.g. they submitted an incorrect grade; they used an incorrect assessment mark when determining your grade.
- did not apply a procedure correctly, e.g. they did not follow their Centre Policy, did not undertake internal quality assurance, did not take account of access arrangements or mitigating circumstances, such as illness.

To help you decide whether to appeal, you can request that your school shares with you the following information on results day if not before:

- their Centre Policy
- the sources of evidence used to determine your grade along with any grades/marks associated with them
- details of any special circumstances that have been taken into account in determining your grade, e.g. access arrangements, mitigating circumstances such as illness

Stage 2: appeal to the exam board

If you still don't think you have the correct grade after the centre review is complete, you can ask your school or college to appeal to the exam board, who will review whether

- the school or college made an unreasonable exercise of academic judgement in the choice of evidence from which they determined your grade and/or in the determination of your grade from that evidence.
- the school or college did not apply a procedure correctly, e.g. they did not follow their Centre Policy, did not undertake internal quality assurance, did not take account of access arrangements or mitigating circumstances, such as illness.
- the exam board made an administrative error, e.g. they changed your grade during the processing of grades.

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

The timelines for priority and non-priority appeals will be as follows:

10 August to 7 September: priority appeals window

- 10 August to 16 August: student requests centre review
- 10 August to 20 August: centre conducts centre review
- 11 August to 23 August: centre submits appeal to exam board

10 August to end October: majority of non-priority appeals take place

- 10 August to 3 September: student requests centre review
- 10 August to 10 September: centre conducts centre review
- 11 August to 17 September: centre submits appeal to exam board

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.

Appeals Process After results day

Results issued (10/12 August)

1. Student asks centre for review because they think there has been an error

Note: Grades can go up, down or stay the same

Centre review: Centre checks for errors and process issues. Centre wants to change grade?

No

Yes

Awarding Organisation checks and issues final grade; may require input from Centre

Centre informs student of outcome

2. If Student thinks the error has not been resolved they ask centre for Awarding Organisation appeal

Centre submits Awarding Organisation appeal

Note: Grades can go up, down or stay the same

Awarding Organisation appeal: Have processes been followed, is the grade a reasonable exercise of academic judgement?

No

Yes

Awarding Organisation issues final grade; may require input from Centre

Awarding Organisation issues final grade

Centre informs student of outcome

3. If dissatisfied, applications may be made to Ofqual's EPRS (Exam Procedures Review Service)

How GCSEs, AS and A levels will be awarded in summer 2021

Working out your grade



Graded by teacher judgement



Not graded by an algorithm



School and college assessments can continue



You'll only be assessed on what you've been taught



Your teacher will tell you what evidence is used to grade you



Private candidates to work with a school, college or exam centre to provide evidence for them to be graded

Evidence



Mocks, tests and work already done can be used as evidence



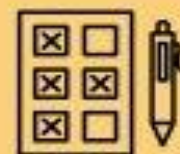
Non-exam assessment should continue



Non-exam assessments can be used as evidence even if incomplete



Art & design grade based only on your portfolio



Teachers can use question banks provided by exam boards if they want to



Results will be based on completed and future work, so keep doing your best

Results and appeals



Results days

AS and A level 10 August
GCSE 12 August



If you're unhappy with your grade, you can appeal it. First step is to submit an appeal to your school or college.

You can find out more details from your school, college or exam board, or by visiting the Ofqual website



www.gov.uk/ofqual

How vocational and technical qualifications will be awarded in 2021

Qualifications most similar to GCSEs and A levels

e.g. BTECs and OCR Cambridge Technicals



Taken only in schools or colleges



Do not assess occupational skills

Qualifications not similar to GCSEs or A levels

e.g. Functional skills and ESOL Skills for Life



Taken in schools, colleges or other places



Do not assess occupational skills

Qualifications with occupational skills or proficiency assessments

e.g. construction, plumbing and electrical qualifications



Taken in schools, colleges or other places



Assess occupational skills

Your results



Graded by teacher or lecturer judgement



Various sources of evidence used



Results no later than for GCSEs and A levels

Your results



Assessments should continue where possible

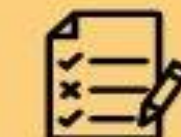


May be awarded using other evidence or judgements



Awarding organisations decide the evidence needed

Your results



Assessments can continue as normal where possible



Assessments may be delayed



Assessments can be adapted if needed