

Results Day 2021

- **General Information/ reminders**

1) How has my child been graded this year?

Grades for GCSEs, A-levels, and most other qualifications including applied generals will be based on a process involving teacher assessment against national standards, internal quality assurance, and external quality assurance by the exam boards.

At Prince Henry's we have used a range of evidence to reach a holistic judgement for each student. This includes formal assessments sat under exam conditions in the sports hall, a selection of class based assessments and, in some subjects, non-exam assessment (coursework) and practical performance. The evidence used for each subject was published at the end of March and can be seen [here](#) for KS4 and [here](#) for KS5.

You can read our Centre Policy which details the approach we have taken as a school to the 2021 assessments [here](#). The Centre Policy has been reviewed and approved by the exam boards.

2) Why have there been so many assessments when exams were cancelled?

National exams were cancelled in January, and all schools and colleges had flexibility about how to arrive at a fair and robust grade for each student.

Throughout the early summer term, we have been using a mixture of assessments, drawing on the assessment materials provided by exam boards, as we believe this will produce the most reliable, and therefore fairest, evidence.

3) My child usually has access arrangements (e.g. extra time) in exams. Have they this year?

If a student is eligible for any sort of access arrangements as part of their SEND provision, then they have been given it in the assessments we have carried out.

If a student feels that they did not receive their access arrangements for a particular assessment being used to inform their grade, they had the ability to raise this on their candidate record sheet which was completed after each assessment. Teachers and leaders will have considered any points put forward and where necessary should have accounted for these in an alternative manner, such as using an alternative piece of evidence, or adjusting the marks for that assessment.

4) My child feels like they have mitigating circumstances, how have these been considered?

Pastoral and SEN staff have identified a number of students who we believe may have mitigating circumstances for these assessments. All students had the opportunity to identify any mitigating circumstances at the end of each assessment on their individual candidate record sheet.

Where mitigating circumstances have been put forward teachers and leaders have used their professional judgement about how to respond appropriately to the mitigating circumstances. This may vary between subjects depending on the impact it had on the assessment. Faculties have recorded how any mitigating circumstances were responded to.

5) The assessments you did were different from another school or college. How is this fair?

Schools and colleges have been given a lot of flexibility in how they decide a holistic teacher assessed grade this summer. This means that it is likely the assessments will look different in different schools and colleges, even ones in the same area.

Because students should only be assessed on what they have been taught, to account for variations in lost learning due to the pandemic, the range of evidence will differ between schools and colleges, and even between some students within our school.

Our approach has been approved by the exam boards; but many different approaches have also been approved. This does not mean one approach is better than the other.

6) I don't think my child's teacher will judge them fairly?

All staff have undergone objectivity and bias training. This is detailed in our Centre Policy, which has been approved by the exam boards.

All of the grades have been signed off by two members of staff, including the faculty leader. They have then further been signed off by the head of centre.

We have also sent a random sample of work to the exam boards, to enable them to further ensure that grades we submitted are fair and accurate.

7) What checks were in place to ensure grades submitted are fair and accurate?

- Students completed assessments as previously published.
- The assessments were developed with staff considering what has been taught this year.
- Our method of assessments was approved by the exam boards.
- Once assessments were completed staff marked and moderated them against one another and against national criteria, then awarded grades.
- Once all grades had been awarded staff compared the outcomes with the historical outcomes of the subject and the historical expectations of the student.
- Where there were obvious anomalies these were re-checked to ensure the evidence supported the outcome.
- Once confirmed grades were entered onto the exam board system by one person. A second person then checked the grades had been transferred accurately.
- A third check was made whereby grades entered were printed and a paper copy passed to faculty leaders. They checked that against the grades they had agreed.
- After submission a random selection of students were identified and we had to submit their work to the exam boards for further scrutiny.

The above checks mean that we feel confident that grades are based on appropriate and available evidence and that they have been uploaded to the exam boards accurately.

- **Results and follow up actions**

8) When/ How can students collect their results?

Year 13 - 10th August from **8:30am** (to coincide with the release of UCAS information)
Year 11 - 12th August from **10am**.

Students are encouraged to come and collect their results in person as this enables us to offer any support where needed. If students are unable to collect results in person they should email exams@princehenrys.co.uk by **Friday 23rd July** from the **student's school email address** stating that they would like to receive them electronically. These will then be emailed to the student's school email address on results day at the earliest opportunity after the in-school results release time.

When collecting results students should gather in the outside area at the end of the Science corridor (near the entrance to AR1). When ready students will enter the Science corridor from the fire door at the far end, moving along the corridor to collect results and if necessary access support. They will then exit via the main entrance. Parents/ carers attending are asked to wait outside the main entrance for when students depart.

9) My child has received a grade that is different to their Progress Report, is this right?

Progress Reports give an indication of possible outcomes based on evidence at those times. This evidence can be a range of things for example classwork, home learning, in-class assessments, tests, etc... This evidence is considered by the class teacher and they use their professional judgement to predict a likely outcome for that student based on the evidence available at that time. However, we clearly highlight at each Progress Report that there is no guarantee the grade will be the one achieved.

In 'normal' assessment years the majority of students achieve the grade they were predicted to however there are always some students who over, or under, achieve in the final assessments compared to their progress reports. *Similar will happen with the 2021 outcomes.* There will be some students who have achieved outcomes higher or lower than they may have been expecting. This is because the evidence gathered indicates they have performed at that level – remember our grades **MUST** be based on evidence (that can be called for review by exam boards). We ask you to understand that your child's teachers have worked with your son/ daughter for at least two years, through very trying circumstances. Where students have missed targets, or previously predicted grades, those staff will too be disappointed, but they, within their subject teams have carefully considered what grade best represents the evidence presented by a student and are expected to go with this to protect the integrity of our outcomes.

10) My child is happy with their results, what do we do now?

Year 13 – If applied, and they have met the offer, accept their place at university. If they are moving on to something else, such as an apprenticeship or employment, go with our best wishes.

Year 11 – If applied, and they have met the offer, accept their place in 6th form (or the post-16 apprenticeship/ education provider of their choice) and go with our best wishes.

11) Year 13 - What should I do if I don't get into my first choice of university?

First, don't panic. Speak to Mrs Willis or Mrs Robinson-Junni about your options. You may wish to go through clearing, or sit the autumn exams or summer exams next year to try to improve your grade.

If you are going to appeal your grade (see point 13 below), you must let your university know you are appealing. They will then let you know whether they will hold a place for you pending the outcome of an appeal (note that universities are not obliged to hold a place for you; this is at their discretion).

12) My child is unhappy with a grade(s) received, what can we do now?

If your child is unhappy with a grade received this summer, they will have the opportunity to resit all GCSEs and A-levels in the autumn. If they wish to be entered for the autumn exam series they must:

Email Exams@princehenrys.co.uk from their school email address.

Label the Subject as: **Autumn Exam Entry**

In the email indicate which subject(s) they wish to be entered for.

The exams team will be in touch in early September with details of the exams. At this stage it is not possible to state if students will be required to pay for these. If you have not been contacted by 20th September 2021, please contact school directly.

13) Is there an appeals process?

There is also the option to appeal a grade. *You are advised to carefully read the information below which outlines the steps and the possible outcomes before submitting an appeal.*

Appeals can be submitted on the following grounds:

- Administrative error – you think the school has submitted the wrong grade for you
- Procedural error- you think the school did not follow the process outlined in the centre policy correctly
- Error of academic judgement – you do not think the grade submitted reflects a reasonable judgement on either the evidence that was used or the grade arrived at

All appeals will first be processed as a centre review. This will review whether there was:

- An Administrative error – e.g. the wrong grade/ mark was recorded against an item of evidence.
- A Procedural error- e.g. the centre did not follow it's Centre Policy when arriving at the grade awarded.

Following the outcome of the centre review, students can choose to take forward an appeal to the awarding organisation(s), which we will do on their behalf (awarding organisations will not accept appeals directly from students/ parents).

The Awarding Organisation Review will focus on whether the grade submitted was unreasonable based on the evidence, they will only uphold an appeal if they consider that the student's performance evidence is clearly and unequivocally indicative of a higher or lower grade. Furthermore, JCQ guidance states: "The teacher's judgement will be considered unreasonable only if it is such that no teacher acting reasonably could have reached the same judgement".

It is important to note that at any stage of the appeals process a student's grade(s) could go up **or down**. If the appeal process decides that the submitted grade was too high, students will **not** be able to keep the higher grade. We will require students to sign a declaration if completed in school (or email from their school email account) saying that they understand this before an appeal will be considered.

Finally, with appeals, staff are not able to offer as much advice and guidance on the likely success of an appeal this summer as we would in normal years. This is because we have already moderated and quality assured all the grades ourselves. We ask you not to contact individual teaching staff regarding appeals or outcomes. Staff have been advised not to respond to such requests. All queries should go through reception, the exams office or the sixth form team.

14) How do I submit an appeal?

- *First Stage – Centre Review*

During results week, up to and including Friday 13th August, *only appeals from A-Level students who did not attain their firm university choice and wish to request a **priority appeal** will be considered.* Students will be expected to include their UCAS number on the appeals form.

First Stage Appeals can be submitted by completing PART A on page 1 of the JCQ produced form found on the school website [here](#). Priority appeals can also be submitted in paper format in school on results day – speak to the exams team in school.

If completing the electronic form for priority appeals this must then be emailed as follows:

To exams@princehenrys.co.uk from the **students' school email address**

Label the subject as: ***Stage One Priority Appeal***

The email must come from the student email address as this will count as the electronic signature giving permission to review the results and accepting that the outcome of the appeal could see the student's grade go down. Please see point 15 below for the key dates when appeals will be accepted.

For the majority of students at Prince Henry's the appeal window opens on Monday 16th August and closes on Tuesday 31st August. See the table in point 15 below for key dates. To submit a non-priority A-Level, or GCSE, appeal you must:

Complete PART A on page 1 of the JCQ produced form found on the school website [here](#).

This must then be emailed as follows:

To exams@princehenrys.co.uk from the **students' school email address**

Label the subject as: ***Stage One Appeal***

During this window appeals will be reviewed weekly and we will aim to complete page 2 and give a response to the Centre Review within 7 working days of receipt. If you have not heard back within 10 working days please contact school.

Upon receipt of the Centre Review outcome you will then have the opportunity to move to the second stage - an Awarding Organisation Review.

- *Second stage - Awarding Organisation Review*

Before you decide to proceed with an Awarding Organisation Review you should consider on what grounds you would like the appeal to proceed. For those considering a Stage Two Appeal you can request further information from school by sending an email as follows:

To exams@princehenrys.co.uk from the **students' school email address**.

Label the subject as: ***Stage Two Review Information request.***

In response to this request we will supply any information we hold on access arrangements, mitigating circumstances and marks awarded for pieces of evidence. This information *may* help you further decide whether to proceed. If you do decide to proceed you need to complete pages 3 and 4 'Stage 2 appeal to awarding organisation' of the electronic form you received with the outcome of your stage one appeal and return this to school as follows:

To exams@princehenrys.co.uk from the **students' school email address**

Label the subject as: ***Stage Two Appeal***

This will need to be submitted by 14th September. See point 15 below for the key dates.

Once a form is received we will review it. We will then confirm with you when the Awarding Organisation appeal has been submitted and then again when the outcome is known (please note Awarding Organisations have indicated that this response will take up to 42 days from receipt). Please contact us if you have not heard the outcome of a stage 2 appeal by the end of September.

Again, it is important to remember that at any stage of the appeals process a student's grade(s) could go up or down. If the appeal process decides that the submitted grade was too high, students will **not** be able to keep the higher grade.

At all stages it may be advisable to request entry for the autumn exam series as a back-up to an unsuccessful appeal. See point 12 above for details on this.

Finally, we ask you to understand that school have done their best with the guidance available to produce a fair and appropriate system to award grades. We appreciate the stress this situation has placed on all parties and may further do throughout the results period. We would like to remind parents of the need for respectful communication. We all want the best for the young people of Prince Henry's and this partnership is strongest when all adults have respect and consideration for the roles we each play in supporting them.

15) When can appeals be submitted?

Important Dates	A Level		GCSE
Tuesday 10 th August	Results Day		
Tuesday 10 th August	Priority Appeals* Centre Review opens		
Thursday 12 th August			Results Day
Friday 13 th August	Priority Appeals* Centre Review closes		
Monday 16th August			
		Non-priority Appeals Centre Review window opens+	Appeals Centre Review window opens+
Friday 20 th August	<i>Priority Appeals Awarding Organisation Review closes**</i>		
Tuesday 31 st August		Non-priority Appeals Centre Review closes	Appeals Centre Review closes
		New appeals can no longer be submitted after 31 st August	
Tuesday 14th September			
		<i>Non-Priority Appeals Awarding Organisation Review closes**</i>	<i>Appeals Awarding Organisation Review closes**</i>

* Priority Appeals are only available for students whose University place is affected by the grades received – this will require your UCAS personal ID number.

** Candidates MUST have gone through the Centre Review process before the Awarding Organisation process. This means any appeals not submitted for Centre Review by 13th August (Priority appeals) or 31st August (Non-priority/ GCSE appeals) will not be eligible for an Awarding Organisation Review.

+ Please allow 7 working days from the date of your email to receive a response to the Centre Review.