

Information for Students

Summer 2021 Results, Appeals and Certificates

Teacher Assessed Grades

The Saint John Henry Newman Catholic School (JHN) has determined grades in accordance with the JCQ guidance¹ and has submitted these grades to the relevant awarding organisation by the required deadline.

To support your understanding, please refer to Ofqual's [Student guide to awarding: summer 2021](#)² which tells you how you will get your qualifications in summer 2021 and where you can get more information.

Results

On student statements of results (results slips) and certificates, grades will be reported in the same way as in previous years.

Results will be issued on results days in August as follows:

Date	Qualification type
Tuesday 10 th August 2021	GCE (AS, A Levels) and other Level 3 qualifications
Thursday 12 th August 2021	GCSE and other Level 1/2 qualifications

Arrangements for results days

On results days the school will be open for students to collect their results in person or for a representative to collect results on their behalf. To keep numbers to a minimum we ask that students or their representatives are not accompanied by other family members or friends when entering the school site. Representative collecting results will need signed written permission from the candidate they are collecting results on behalf of.

Results can be collected **between 8.30am and 10.30am on Tuesday 10th August** (A Level/AS/Level 3 results) and **between 9am and 11am on Thursday 12th August** (GCSE/Level 2 results). Results will also be available via Go4Schools parent logins from 8.30am on 10th August and from 9am on 12th August.

If you wish to discuss your results centre staff will be available on site during the dates and times mentioned above or you can email grades2021@jhn.herts.sch.uk and a member of staff will contact you. Please do not phone the school as the school switchboard will be closed.

¹ <https://www.jcq.org.uk/summer-2021-arrangements/>

² <https://www.gov.uk/government/publications/student-guide-to-awarding-summer-2021>

Certificates

We will inform you when certificates have been received from the awarding organisations and are ready for collection. It is expected this will be at some point in November. School leavers will be given the option to have certificates sent by a tracked postal service for a fee of £3 as an alternative to collection in person.

Arrangements for appeals

Section 5.4 of JCQ Appeals Guidance Summer 2021 (A guide to appeals processes – Summer 2021) states:

To decide whether to request a review, students will need access to certain information before results day, or on results day, if it has not already been made available to them. This must include:

- a. the centre policy
- b. the sources of evidence used to determine the student's grade, along with the marks/grades associated with them
- c. details of any variations in evidence used based on disruption to what that student was taught
- d. details of any special circumstances that have been considered in determining their grade, e.g. access arrangements/reasonable adjustments or mitigating circumstances such as illness

There are two stages to the appeals process:

- Stage 1 - centre review
- Stage 2 - appeal to the awarding organisation

JHN will support students through the centre review and awarding organisation appeals process.

The information below describes the arrangements in place at JHN for conducting a centre review and (where applicable) submitting an appeal to the awarding organisation following a centre review.

Stage 1 – Centre review

- If a student thinks they have been issued with an incorrect grade, they can submit a request to check if an administrative or procedural error has occurred by completing the interactive *JCQ Student Request Form for Centre Reviews and Appeals*.
- The student should read the important information on the form and fully complete section A *Student request* of the *Stage one – centre review* including electronic signature and date. The form should be saved and returned as an email attachment to grades2021@jhn.herts.sch.uk
- The outcome of the centre review may result in the student's grade remaining the **same**, being **lowered** or **raised**
- On completion of the review the reviewer will complete section B, *Centre review outcome*, of the form and share with the student as a record of the outcome.
- JHN will complete all reviews as soon as possible but the timeline will be dependent on the number of requests and available staff. We will endeavour to share the outcome in sufficient time prior to the relevant appeal to awarding organisation deadlines
- If an administrative or procedural error is found, the Exams Officer will submit a request to the awarding organisation to correct the error and amend the grade without the need to submit an appeal to the awarding organisation

Stage 2 – Appeal to the awarding organisation

- An appeal to the awarding organisation can only be submitted if the first stage, centre review, has been completed and the outcome of the first stage has been issued to the student
- The awarding organisation will not be able to consider an appeal that is based solely on differences of opinion - if the student wants to improve their grade they may wish to consider entering for the autumn exam series
- If the student believes there is still an error following the centre review, or if the awarding organisation has made an administrative error, or the student considers that the grade awarded was an unreasonable exercise of academic judgement, they can submit a request to proceed with an appeal to the awarding organisation on their behalf
- To proceed, the student must complete the *Stage two – appeal to awarding organisation* section of the form, including electronic signature and date. The form should be saved and returned as an email attachment to grades2021@jhn.herts.sch.uk
- JHN will then submit the appeal on the student's behalf according to the requirements of the awarding organisation to which it is being submitted
- The awarding organisation will determine the grade at appeal and the outcome will be final
- The outcome of the appeal may result in the grade remaining the **same**, being **lowered** or **raised**
- There is no further opportunity to appeal the outcome to the awarding organisation
- The awarding organisation's appeal outcome letter will be provided by email to the student by as soon as reasonably practical after the outcome letter from the awarding organisation is received in the centre
- Should the student still remain concerned their grade was incorrect, they may be able to apply for a procedural review
- The appeal outcome letter will include the next appropriate steps, where applicable, to apply for a procedural review to the Exam Procedures Review Service (EPRS)

Note - Once a finding has been made **you cannot withdraw your request for a centre review or appeal**. If your grade has been lowered, you will not be able to revert back to the original grade you received on results day. For more information please refer to the Department for Education's blog <https://dfemedia.blog.gov.uk/2021/06/09/exam-appeals-what-can-i-do-if-i-think-my-grade-is-wrong-how-do-i-appeal-what-will-happen-if-i-appeal-your-questions-answered/>

Deadlines to submit a request

Priority appeal³

16 August 2021 – deadline to request a Stage 1 - centre review

³ A priority appeal is **only for** students applying to higher education who did not attain their firm choice (i.e. the offer they accepted as their first choice) and wish to appeal an A level or other Level 3 qualification result. You should inform your intended higher education provider that you have requested a centre review or appeal. You will need to provide in the request form(s) your UCAS personal ID code which is included in all correspondence from UCAS. This is needed to confirm that a student's place is dependent on the outcome of the appeal. Priority appeals that aren't submitted to the awarding organisation by 23 August 2021 will still be treated as a priority but they may not be completed in time for those with a higher education place dependent on the outcome of the appeal.

23 August 2021 – deadline to request a Stage 2 – appeal to awarding organisation

Non-priority appeal

3 September 2021 - deadline to request a Stage 1 - centre review

17 September 2021– deadline to request a Stage 2 – appeal to awarding organisation