



Dear Parents / Carers,

As you are aware, this year's GCSE grades are based on teacher assessments not external examinations. **Your child will receive their results on Thursday 12th August via email.** If they need any support or advice on the day, Mr Larkin will be available by telephone (07851247656) to speak with, or you can make an appointment to see him in school.

Appealing a Grade

If you feel a grade awarded is incorrect, you can appeal it. Please note that a grade could be **lowered as well as raised** in an appeal. They would then receive the lower grade. There is also an option to resit the examination in the autumn.

The criteria for an appeal are:

1. **Administrative error:** for example, putting the wrong information into a spreadsheet.
2. **Procedural error:** this means we haven't properly followed our own process, as approved by the exam board. An example of this is not being given extra time for assessments when you are entitled.
3. **Academic judgement on the selection of evidence was unreasonable.** This means the evidence used to grade you was not reasonable.
4. **Academic judgement on the grade you were given was unreasonable.** This means the grade given was not based on the evidence used was not reasonable.

How do I make an appeal?

- Firstly, read the **JCQ Student and Parent guide** which will be available on the school website.
- Students should then **email Miss Hussain** examinations@olsj.blackburn.sch.uk to inform her they want to appeal a final grade. They should fill in the **stage 1 section of the JCQ form** sign it and return it to school. They will have to **sign a declaration** accepting that their grade may go down as well as up.
- We then hold a **centre review**. At this stage, we will check for administrative errors, and check that our policies and procedures were followed correctly. If there has been an error, we will inform the examination board. The examination board will inform you of the outcome.
- Following the outcome of a centre review, you may still choose to pursue an **awarding organisation appeal**. To do this, your child must fill in the **stage 2 of the JCQ form** and return it to school. We then send it to the examination 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.



What are the deadlines for appeals?

- The deadline for submitting a centre review is 1st September.
- The deadline for submitting an awarding organisation appeal is 8th September.

Appeals received after these dates may still be considered.

I hope the results your child receives are a fair reflection of their effort and understanding of the courses studied and I wish them every success in the next stage of their education.

Yours sincerely,

Mrs S Taylor
Assistant Headteacher

Summer
2021



I would like to appeal my grade.
Email Miss Hussain, Examination Officer and complete Stage 1 form found on school website.
She will check your grade. The outcome of the review may result in my grade remaining the same, being lowered or raised

Your grade will be checked for any administrative or procedural errors:

- an error in the way the teacher assessed grade was calculated
- an error in the teacher assessed grade submitted
- the exam board made a mistake when assigning or communicating a grade

Errors have been identified

No errors have been identified

Grade revised / resubmitted with rationale

I am still not happy with my grade

Two possible outcomes

I am still not happy with my grade

Pupil requests school to submit an appeal to awarding body. Evidence must be submitted.

If the appeal is successful
Grade change
grades can go up or come down

If the appeal is unsuccessful
No change

Two choices

Two possible outcomes after the Exam board has investigated whether reasonable and appropriate exercise of academic

Sit exam in Autumn 2021

Make an appeal to awarding body

Grade change
grades can go up or come down

No change
option available to sit exam Autumn 2021