

# Grace Academy Darlaston

## Summer 2020

### Information for Candidates

#### Centre assessment grades and rank orders

Provisional (centre assessment) grade(s) and rank order(s) were submitted by Grace Academy Darlaston to the relevant awarding body in the summer term. This was done in accordance with the Ofqual guidance on awarding qualifications in summer 2020 and in line with the awarding body instructions: <https://www.gov.uk/government/publications/awarding-qualifications-in-summer-2020>

#### How centre assessment grades and rank orders were generated

In order to determine centre assessment grades and rank orders for Summer 2020, Grace Academy Darlaston used information from a balance of different sources of evidence:

- The professional experience of teaching staff was deployed to make a fair and objective judgement of the grade they believe a candidate is most likely to have achieved had they sat their exams this year
- Candidate's performance throughout the duration of their course was taken into account (PPEs, coursework, in-class assessments, classwork, etc.)
- Heads of Department and the Academy Leadership Team were also involved in review and moderation processes to ensure fairness and standardisation of methodology across all subjects/qualifications and teaching groups.

Grace Academy Darlaston can provide additional details of the process to a candidate should any queries, challenges or internal appeals arise from a candidate (or their parent/carer).

#### Exam board standardisation

For the reason of fairness, awarding bodies are putting the school's centre assessment grades through a standardisation process to ensure grading standards are consistent across all centres. The rank order of candidates will not be changed but the final grades candidates receive may be different to the centre assessment grade.

#### Candidates wishing to view centre assessment grades

In order to maintain the confidentiality of this process, Grace Academy Darlaston will not divulge provisional (centre assessment) grades, or other related information, to candidates or parents/carers before the issue of results.

Centre assessed grades will only be released after the issue of results and upon request by a candidate. Candidates can collect a '[Request of June 2020 Centre Assessed Grades](#)' form from reception or obtain this from the Grace Academy Darlaston website. **The completed form should be returned to the Data and Exams Manager by 01 September 2020 if a candidate is considering an appeal of final grades.**

The release of any other information regarding the centre assessment grade process may inadvertently share other candidates' information. Therefore, any such requests would need to be considered as a separate Subject Access Request, which may need to be referred to our Data Protection Officer.

## Issue of final grades

This year results will be released via the Go4Schools student portal from 08:00am on results day:

- To collect results, candidates should go to <https://www.go4schools.com/students/Login.aspx?url=https%3a%2f%2fwww.go4schools.com%2fstudents%2fdefault.aspx%3fnla%3d0>
- Candidates will be sent details of how to set up their account and access this system ahead of results day
- Candidates are advised to test that they are able to access their Go4Schools account ahead of results day.
- Support will be available on results day should candidates have difficulties accessing results and candidates should contact Grace Academy Darlaston immediately to allow the appropriate member of centre staff to assist.

## Candidates with concerns about results

In the first instance, please raise any concerns or queries with the Data and Exams Manager or Head of Centre, who will be able to assist candidates with the options available and advise what candidates could do next.

Ofqual have also provided information for candidates that sets out how their grades were calculated this year and the options available if they believe their result was not properly produced. Awarding bodies will also likely provide information for students about results. Grace Academy Darlaston will signpost candidates to any relevant information at results time.

The *National Careers Service Exam Results Helpline* offers advice each year for students who have not received the results they had hoped for. Ofqual will also make a helpline available to students and their parents or carers to talk about the appeals process and any other questions they may have about their results this summer. See below useful links:

<https://www.gov.uk/guidance/your-results-what-next>

<https://www.gov.uk/government/publications/student-guide-to-post-16-qualification-results-summer-2020>

<https://www.gov.uk/government/publications/student-guide-to-appeals-and-malpractice-or-maladministration-complaints-summer-2020>

<https://www.gov.uk/careers-helpline-for-teenagers>

If a candidate has a concern about a grade they have been awarded, they can:

- ask Grace Academy Darlaston to provide information about the opportunity to take an exam in the autumn series or in summer 2021
- ask Grace Academy Darlaston to check whether an error was made when submitting the centre assessment grade and rank order to the awarding body
- raise a complaint with a member of the Academy Leadership Team or the Data and Exams Manager if a candidate feels they have evidence of bias or discrimination; a candidate could also pass such evidence on to the awarding body who could investigate for potential malpractice
- ask Grace Academy Darlaston to seek any information the awarding body holds in relation to how the final grade was calculated

## Arrangements for appeals

The arrangements for awarding qualifications in summer 2020 state that candidates can appeal their grades through their centre if they feel the process this summer was not followed correctly in their case.

A candidate can:

- ask their centre to appeal on their behalf to an awarding body if there is evidence that leads a candidate to believe:
  - the centre made an error when submitting a centre assessment grade or rank order information
  - an awarding body made a mistake when calculating, assigning or communicating a grade

A candidate cannot:

- appeal against their centre assessment grades and position in the rank order
- appeal in respect of the process or procedure used by Grace Academy Darlaston in calculating the centre assessment grades and position in the rank order
- appeal directly in any respect to the awarding body (unless a private candidate)

Candidates considering an appeal should alert Grace Academy Darlaston as soon as possible and at the latest 04 September 2020 to allow the centre to consider the grounds on which an appeal could be made.

An 'Appeals - Candidate Consent Form' (available upon request or via the Grace Academy Darlaston website) should be completed and returned to the Data and Exams Manager.

Upon receipt of an Appeal Consent Form, Grace Academy will review the request and appeal to an awarding body on a candidate's behalf if it believes there are grounds to do so.

At this point, a candidate may wish to inform any third party (such as a university or college) that an appeal has been submitted to an awarding body.

A candidate can appeal against the centre's decision

- not to seek any information the awarding body holds that would be needed for an appeal; and/or
- not to appeal to the awarding body

Candidates considering appealing the centre's decision not to seek information/appeal to the awarding body, should complete an 'Internal Appeals Form' (available upon request or via the Grace Academy Darlaston website) by 10 September and return this to the Data and Exams Manager.

## Autumn Exam Series

The autumn exam series is an opportunity for candidates who either were unable to receive a calculated grade in the summer, or who want to try to improve their grade, to sit their exams. A candidate should speak to Grace Academy Darlaston if they are considering entry for the autumn exam series.

Candidates can choose to take as many subjects in the autumn as they want to, all subjects do not need to be sat. However, if a candidate does want to take a particular subject, they will need to take all the exam papers in that subject as usual.

In order to request Grace Academy Darlaston entry for the Autumn exam series, candidates will need to complete a 'Candidate Entry Request Form' and return this ahead of the below deadlines:

- **AS and A-level: 1 September**
- **GCSE (except English Language and Mathematics): 11 September**
- **GCSE (English Language and Mathematics): 25 September**

There is currently no opportunity to sit exams in most vocational or BTEC subjects during the Autumn 2020 series. A candidate should speak to Grace Academy Darlaston to confirm possible options if they are not happy with the results in any of these subjects as other future exam dates may be available.

## Certificates

When received from the awarding body, certificates can be issued to candidates via collection at reception. A notice will be posted on Grace Academy Darlaston's website and/or social media when certificates are ready for collection. Certificates must be signed for by candidates upon collection and proof of identity can be requested. Written permission to collect is also required to be shown by any person collecting certificates on behalf of the candidate.

## Key Dates for Summer 2020

Date	Qualification type
13/08/2020	Results Day: GCE (A Levels) and other Level 3 qualifications
20/08/2020	Results Day: GCSE and other Level 1/2 qualifications
01/09/2020	Deadline to request Centre Assessed Grades from school if considering appeal
01/09/2020	Deadline to request entry for the Autumn exam series for A Levels
04/09/2020	Deadline to request school to raise an appeal to exam boards
10/09/2020	Deadline to request an internal appeal if candidates disagree with the school's decision regarding their appeal request (see Internal Appeals Form)
11/09/2020	Deadline to request entry for the Autumn exam series for GCSE (except English Language and Mathematics)
25/09/2020	Deadline to request entry for the Autumn exam series for GCSE English Language and Mathematics

For further details on any of the above processes, please see the full Results and Appeals policy '['19--20 Summer 20 Results and Appeals Procedures \(Examinations\)](#)', available on the Grace Academy Darlaston website.