**REQUEST OF SUMMER 2021 TEACHER ASSESSED GRADE EVIDENCE**

**CANDIDATE DATA REQUEST FORM**

**INFORMATION FOR CANDIDATES**

Grace Academy Darlaston will not divulge teacher assessed grades to candidates or parents/carers before the issue of results on results day.

If you wish to view evidence relating to the generation of teacher assessed grades, please complete this form outlining what information you wish to view. You must sign this form (this can be an electronic, handwritten or typed signature) before returning directly to the Academy or to [henryholland@darlaston.graceacademy.org.uk](mailto:henryholland@darlaston.graceacademy.org.uk) and [lindsayprentice@darlaston.graceacademy.org.uk](mailto:lindsayprentice@darlaston.graceacademy.org.uk)

The completed form must be returned no later than **18 August** **2021** if candidates are considering an appeal of final grades. This is to ensure sufficient time to complete the request before appeal deadlines.

**REQUEST DETAILS**

I have read the above and would like to make the following request:

|  |  |  |  |
| --- | --- | --- | --- |
| **Candidate Number** |  | **Candidate Name** |  |
| **Subject** |  | | |
| **Information Requested:**  *Write all evidence requested in the box below* | | | |
|  | | | |

I understand that I will be alerted by Grace Academy Darlaston when the request is available.

|  |  |  |  |
| --- | --- | --- | --- |
| **Candidate Signature** |  | **Date** |  |

|  |  |
| --- | --- |
| **FOR CENTRE USE ONLY** | |
| Date received |  |
| Date Completed |  |

***This form will be retained on the centre’s files for at least six months.***