



Middlesex Learning Trust
The Compton School

Summer 2021 Results and Appeals process

Results and Appeals

Key staff involved in internal appeals procedures

Role	Name(s)
Head of centre	Ann Marie Mulkerins
Senior leader(s)	Andrew Hammond, Jonathan McDonnell, Morgan Alexander-Crump and Emma Hazelgeaves
Exams officer	Sylvia Voskou

Teacher assessed grades

MLT schools:

- will not divulge provisional (teacher assessed) grades with candidates or parents before the issue of results;
- understand that any inappropriate disclosure of teacher assessed grades before the issue of results will be investigated by awarding bodies as potential malpractice;

Arrangements for results days

MLT schools will:

- organise results days and inform candidates of the arrangements in place for the collection of or access to their results;
- ensure senior members of school staff are available for candidates with whom a result or results may be discussed;
- prepare information for candidates showing their options if they have concerns about their results and provide support for them if they wish to make an appeal;
- provide candidates with information about the evidence used to calculate grades and the options available if they believe their result was not properly produced, including access to appeal on the school website.

The Compton School:

[Exams 2021 - The Compton School](#)

Arrangements for appeals

MLT schools will:

- make candidates aware of the arrangements in place for appeals prior to the issue of results via a letter home and the schools' website.
- follow JCQ's Appeals Guidance.

Stage 1: Centre Review

Students may submit a request for a centre review on the grounds that the centre has:

- did not **follow its procedures** (centre policy) properly or consistently in arriving at a result or,
- made an **administrative error** in relation to the result.

Students must specify which subjects they are requesting a review for and **provide an explanation** outlining why they believe an error has been made.

The centre will need to ensure the student is aware that their **grade could go down, up or stay the same**. If the centre finds that an error has occurred, they will be able to submit a request to the awarding organisation to correct the error and amend the grade without the need to make an appeal to the awarding organisation. **A stage 1, centre review must be completed before a student can move to stage 2** and make an appeal to the awarding organisation.

Stage 2: Appeal to the awarding organisation (exam board)

An appeal should be submitted if the student considers that the centre **did not follow its procedure properly**, the awarding organisation has made an **administrative error**, or the student considers that the grade awarded was an **unreasonable exercise of academic judgement**. Students need to be made aware that the **grade could go down, up or stay the same** as a result of the appeal. **The centre will submit the appeal** on the students' behalf, awarding organisations will not accept appeals directly from students or parents. Before students move to a stage 2 appeal, they can request access to the following:

- the Centre Policy (available on school websites),
- the sources of evidence used to determine the grade,
- details of any variations in evidence used based on disruption to what that individual student was taught,
- details of any special circumstances that have been considered in determining their grade, e.g. access arrangements/reasonable adjustments or mitigating circumstances.

Once the centre has submitted the appeal to the awarding organisation, it will confirm to the student that it has done so.

Depending on the grounds of the appeal, the awarding organisation will consider:

- whether the grade reflects an unreasonable exercise of academic judgement,
- and/or whether the centre followed its procedures properly and consistently in arriving at the student's result or in conducting its review,
- and/or whether the awarding organisation made an administrative error.

When an application for an appeal is received, the awarding organisation will decide whether it will be accepted for evaluation or not. The decision whether to accept the application for an appeal is based on:

- whether the grounds of appeal are within the remit of the appeals process (where a rationale is required)
- whether a centre review has been completed
- the timing of the application in relation to the published deadlines for submitting appeals
- whether the student has confirmed that they consent to their grade being raised, lowered or staying the same.

If an application for an appeal is not accepted, the reason(s) for this will be given.

Stage 3: Ofqual Exam Procedures Review Service

- If the student or centre considers that the awarding organisation has made a procedural error, they can apply to Ofqual's Exam Procedures Review Services (EPRS) to review the process undertaken by the awarding organisation. The regulators will provide further details about the EPRS processes for summer 2021 before results days this summer.

Appeals timeframe and procedures

Timeframe

All requests for a centre review (stage 1) must be made directly to the centre which submitted the grade(s). There are two types of appeal: priority appeals and non-priority appeals. Priority appeals can be submitted by Year 13 candidates applying to higher education who did not attain their firm choice i.e. the offer they accepted as their first choice. Non-priority appeals cover all other candidates. Centre reviews must be made by the candidate to the centre by:

- 16 August 2021 for priority appeals,
- 3 September 2021 for non-priority appeals.

This will enable centres to meet the deadlines to submit appeals to awarding organisations.

Procedures

To request an appeal, candidates must complete a '**Student request form**'. These forms are available on school websites using the link above.

Once fully completed, including the section on supporting evidence, the student request form should be emailed to appeals2021@thecompton.org.uk

Year 13 candidates should note, for reviews where a higher education place is dependent on the outcome of an appeal, students must include their **UCAS personal ID**. The student should also notify their preferred higher education provider that a review has been requested at the earliest possible opportunity so they can decide how to handle their offer.

MLT schools will keep a record of all review applications received, and the outcomes of those reviews.

A student may submit a request for a review but subsequently decide they wish to withdraw it. They should be allowed to do so as long as no finding has been made. A centre review application cannot be withdrawn once a finding has been made.

Where the student submits an appeal on more than one ground (e.g. the awarding organisation is asked to review both procedures and the exercise of academic judgement), the appeal process is likely to take longer. This could be an important consideration for students who urgently need the outcome of their appeal.

Outcomes of appeals

As a result of the appeal, the case will either be rejected (disallowed) or upheld (allowed) in whole or in part. The fact that an appeal has been upheld (allowed) will not necessarily result in a grade change for the student.

Where the awarding organisation:

- identifies a procedural error or
- finds alternative evidence should have been included in the range of evidence

and that this may have impacted the Teacher Assessed Grade, they will report these findings to the centre and direct them to review the Teacher Assessed Grade. The centre must then inform the awarding organisation if it believes there should be a change to the grade. An awarding organisation may impose a change to the grade.

Following final quality assurance checks, where it considers it appropriate to do so, the awarding organisation will make the grade amendment and report the outcome of the appeal, with reasons for its decision, to the centre.

Where an unreasonable exercise of academic judgement is identified by the awarding organisation, the independent reviewer will determine the alternative grade. The awarding organisation will then report the revised grade and outcome of the appeal, with reasons, to the centre.

The centre must share the outcome of the awarding organisation appeal, and where appropriate the next stage of the process, with the student promptly.

How teacher assessed grades were determined

- MLT schools followed the procedures set out in the MLT Centre Policies for awarding GCSE and A Level grades Summer 2021 which can be found on the schools' websites.

Useful publications

[JCO-Guidance-on-the-Determination-of-Grades-for-A-AS-Levels-and-GCSEs-Summer-2021.pdf](#)

[21-6780 Student guide to awarding in summer 2021 - accessible.pdf](#)

[JCO-Guidance-for-Students-and-Parents-on-Summer-2021.pdf](#)

Information for Candidates

Results and Certificates

Teacher Assessed Grades

MLT schools have submitted Teacher Assessed Grades to the relevant awarding body in accordance with the Ofqual guidance on Awarding qualifications in summer 2021 and in line with the awarding body instructions.

Final grades

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

Final grades will be issued on results day(s) in August as follows:

Date	Qualification type
10/08/2020	GCE (A Levels) and other Level 3 qualifications
12/08/2020	GCSE and other Level 1/2 qualifications

Certificates

Certificates, when received from the awarding body, will be issued to candidates. Further details will be provided nearer the time.