



Ribblesdale High School

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since 1932

23rd June 2021

Dear Parent/Carer and Year 10/11 Pupil

Information for Candidates and their Parents: Summer 2021 Results, Appeals and Certificates

[Update on the process for the award of Centre Assessed Grades \(CAGs\) here at Ribblesdale.](#)

We have now determined centre assessed grades in accordance with the JCQ guidance and submitted these grades to the relevant awarding organisations by last Friday's deadline, 18th June. Awarding bodies now gather a sample of grades and evidence from all centres to quality assure the processes undertaken in schools. This sampling process is currently underway. Following this, the relevant awarding bodies will review grades awarded by schools and finalise the grade to be awarded to each candidate. **As previously stated, please be aware that it is the examination board, not the school which awards the final grade.**

To support your understanding, please refer to [Pupil Guide to Awarding: summer 2021](#) which tells you how pupils will get their qualifications in summer 2021 and where you can get more information.

Publication of Results

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

Results day for GCSE and other Level 1/2 qualifications is Thursday 12th August.

Arrangements for Results Day

Results will be emailed to pupils' school email addresses at 9.00am on Thursday 12th August 2021. Due to the pandemic, school will not be open on that day, but it will be possible to contact school staff using our exams@ribblesdale.org email address.

(Please note that there is a separate process for any concerns about the accuracy of results, which is dealt with separately under 'Appeals process' below.)

Here at Ribblesdale, priority is always given to the health and wellbeing of our pupils and to the provision of appropriate pastoral care. We understand that results day can be stressful for some pupils, who may be anxious about their results and their next steps in education and/or employment. A dedicated team of staff, including Mrs Heaton, our school counsellor and Mrs Richards, our careers co-ordinator, will be on hand on the days immediately after results day to support pupils we know may find this to be a difficult time. Any pupil who is struggling with mental health and wellbeing

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and has not been contacted directly by the team should email the address given above, giving 'Support Request' in the subject bar and a member of the pastoral team will get in touch as soon as possible.

Appeals Process

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:

- the centre policy
- the sources of evidence used to determine the student's grade, along with the marks/grades associated with them
- details of any variations in evidence used based on disruption to what that 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 such as illness

You can read further guidance for pupils and parents using the link below:

[JCQ Guidance for Pupils, Parents and Carers: GCSEs and A-Levels in England summer 2021](#)

There are two stages to the appeals process:

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

Wherever it is possible and appropriate to do so, Ribblesdale High School will support its pupils through the centre review and awarding organisation appeals process.

The information below describes the arrangements in place at Ribblesdale High School 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 pupil does not consider they have been issued with the correct grade, they can submit a request to check if an administrative or procedural error has occurred using the form below:

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Click the link for [Appeal Stage One – Centre Review](#)

Pupils and parents should note that the outcome of the centre review may result in the student's/candidate's grade remaining the same, being lowered or raised.

On completion of the review, Ribblesdale High School will share the outcome with the pupil, in sufficient time for an appeal to be made, where applicable, to the relevant awarding organisation. 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 when the first stage, centre review, has been completed and the outcome of the first stage has been issued to the pupil. The awarding organisation will not be able to consider an appeal that is based solely on differences of opinion – a pupil wanting to improve his/her grade may want to consider entering for the autumn exam series. If the pupil 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, the pupil can submit a request to proceed with an appeal to the awarding organisation on their behalf. This request should be made using the form below:

Click the link for [Appeal to the Awarding Organisation – Stage Two](#)

Ribblesdale High School may then submit an appeal on the pupil'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. **Once again, 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 shared by email to the pupil by Ribblesdale High School as soon as is reasonably practical after the outcome letter from the awarding organisation is received by the school. Should the pupil still remain concerned that his/her grade was incorrect, it may be possible for him/her 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).

It is important that pupils and their parents are aware that, once a finding has been made, it is not possible to withdraw the request for a centre review or appeal. If the pupil's grade has been lowered, it cannot revert back to the original grade received on results day. For more information, please refer to [the Department for Education's blog](#).

All appeals for GCSE and other Level 1 and 2 qualifications are classed as non-priority appeals. (Priority appeals are available for A-Levels only.) Deadlines for submissions of requests are as follows:

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3 September 2021 – deadline for a student to request a Stage 1 – centre review

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

Presentation of Certificates

It is our hope that we will be able to hold a Certificate Evening for former Year 11 pupils to celebrate their achievements at The Grand in the autumn. Similarly, new Year 11 pupils (former Year 10 early entry subjects) would ordinarily receive their certificates during a celebration assembly at school. Should this not prove possible due to the pandemic, certificates will be posted put to candidates.

Yours sincerely

Anne-Marie Horrocks
Headteacher

Mark O'Donoghue
Assistant Headteacher

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