

Stephenson Studio School Appeals Process Guidance

Please see below the current guidance in respect of qualification results appeals for Stephenson Studio School. This guidance is subject to change in line with directives from government and awarding organisations.

Centre Assessed Grades

We know that some students may have received a final grade that is different to the centre assessment grade provided by Stephenson Studio School staff. (i.e. a grade based on what the student would have likely achieved given assessment already submitted, formative assessment and other relevant evidence). This is due to the standardised model applied by awarding organisations to student data. This is not automatically grounds for an appeal to be made.

Centre-assessed grades (CAGs) and rankings are considered personal data and are not exempt from subject access requests (SARs) made under the Data Protection Act 2018. The school will provide students with their CAGs (but not rankings) on request within five working days of the request being received. This enables a supportive conversation to be had with the student in the days following results day with a focus on progression.

In the first instance, any student wishing to know their centre assessment grade (s) should complete the template attached to this document (Appendix A). The college will respond to the information request using the template as set out in Appendix B.

The information request (Appendix A) should be sent to the Deputy Headteacher Mr Collishaw at scollishaw@stephensonstudioschool.co.uk

GCSE

Students who are unhappy with their results will have the opportunity to sit exams in the autumn or next summer instead. The government have also stated that students can appeal for an upgrade where their result is lower than their mock exam. It should be noted that mocks at different points in the year may have followed different approaches when preparing students for these qualifications. For example, some students may have completed selected questions or shorter papers rather than a full mock exam and therefore an appeal on these grounds may not be permissible as they have not sat a full mock exam. Students can appeal on the grounds of a clerical re-check if they believe inaccurate information has been submitted to the awarding organisation. Any queries in respect of whether a student is eligible for an appeal for GCSE English and Maths should be sent to the Deputy Headteacher who can be e-mailed as follows: scollishaw@stephensonstudioschool.co.uk

Vocational Qualifications

Dissatisfaction with the grades issued by awarding organisations does not in itself constitute grounds for appeal, unless there is evidence that there has been a technical error by the centre or the awarding organisation. In these circumstances the usual college appeals process should be followed. A copy of the college appeal policy can be obtained from the Quality Manager, George Caplan, who can be contacted at gcaplan@smbgroup.ac.uk .

Kind regards,

Mr S Collishaw

Deputy Headteacher

Appendix A

Student request for Centre Assessment Grades

Name:

Candidate Number:

Please could you supply the centre assessed grade for the qualification(s) I have studied.

Subject (Student to complete)	Awarding Organisation (Student to complete)	Final Grade (Student to complete)	Centre Assessed Grade (Centre to complete)

Signed:

Date:

Appendix B

Stephenson Studio School response to student request for Centre Assessed Grades

Dear

I am responding to your request for information about the grade/s that our centre provided to the awarding organisation/s in respect of the qualification/s listed below. The final grade awarded by the awarding organisation is in the third column, the grade submitted by our centre is in the final column.

Subject	Awarding Organisation	Final Grade	Centre Assessed Grade

There may be a difference between these grades. The grades that we submitted were our best assessment of what you would have achieved. The awarding organisations then applied a standardisation model so that the distribution of grades awarded this year is consistent with those awarded in nationally in previous years, and this process inevitably resulted in some centre-assessed grades being adjusted.

Your teachers approached the task of assessing grades with great care using all the evidence at their disposal and the college felt the grades submitted were a fair and accurate reflection. The final grades awarded by the awarding organisations are the product of a nationally applied process,

aimed at ensuring that your grades are consistent with those of students in previous years, and therefore have equal value.

The National Careers Service has an exam results helpline during August 2020. You can contact the helpline on 0800 100 900 to speak to a professionally qualified careers adviser for advice on your next steps. The helpline will be open from 8am to 10pm from Thursday 13 August until Friday 28 August. After this, you will be able to access support at any time by calling 0800 100 900 or visiting their website.

I know that this has been a difficult and anxious time for you. If you would like any further support or information, please do get in touch with a member of your course delivery team so that we can arrange an appointment for you to see an appropriate member of staff.

Yours sincerely,

Mr S Collishaw