**Summer 2020**

**Results and Appeals process**

**July 2020**

Results and Appeals

**Centre assessment grades and rank orders**

Skinners Academy has submitted provisional (centre assessment) grades and rank orders to the relevant awarding body in accordance with the Ofqual guidance on Awarding qualifications in summer 2020, <https://www.gov.uk/government/publications/awarding-qualifications-in-summer-2020> and in line with the awarding body instructions.

For the reason of fairness, awarding bodies are putting these 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.

**Skinners Academy**

* will not divulge provisional (centre assessment) grades, nor rank orders, with candidates or parents/carers

**Final grades**

Skinners Academy will:

* issue results in accordance with the centre’s *Information for Candidates - Results, Appeals and Certificates* document
* signpost candidates to information provided by key stakeholders at the time final grades are issued to support their understanding of the grades awarded

**Arrangements for results day(s)**

Skinners Academy will:

* organise results day(s) and inform candidates of the arrangements in place for the collection of/access to their results
* ensure senior members of centre staff are available/accessible to candidates with whom a result/results may be discussed
* prepare information for candidates showing their options if they have concerns about their results
* signpost candidates to relevant Ofqual and/or awarding body information that sets out how their grades were awarded this year and the options available if they believe their result was not properly produced, including access to appeal

**Arrangements for appeals**

Skinners Academy will:

* follow information provided by Ofqual/JCQ/ and awarding bodies to determine the grounds on which an appeal can be made on behalf of a candidate, or candidates
* make candidates aware of the arrangements in place for appeals
* if a candidate is concerned that any reasonable adjustments were not taken into account when the centre determined their CAG, discuss this with the candidate
* submit an appeal to the awarding body on behalf of a candidate or candidates where it is believed:
	+ the centre itself made an administrative error when submitting centre assessment grade (CAG) or rank order information to the awarding body. Rank order information was vital to support standardisation, but any change to a candidate’s position in the rank order would not change the candidate’s CAG.
* collect consent from a candidate before any appeal is submitted to the awarding body

Skinners Academy cannot appeal against the CAG that they decided was correct at the point of submitting it to the awarding body, and for which the head of centre submitted a declaration to confirm that in the centre’s judgement this was the grade the students were most likely to have received had the exams gone ahead.

Skinners Academy confirms that

* the decision to issue candidates with the higher of their CAG or their calculated grades means that a route to appeal on the grounds of mock exam results is not available. Mock exam results were part of the evidence the centre took into account when determining CAGs for candidates.
* if candidates or others have concerns about bias, discrimination or any other factor that suggests that the centre did not behave with care or integrity when determining the CAG and/or rank order information they should normally raise these concerns with the centre, in the first instance; or they could take their concerns to the relevant awarding body if this was the more appropriate route
* where there is evidence, Ofqual require awarding bodies to investigate such allegations as potential malpractice or maladministration as such allegations would be very serious, and Ofqual expect them to be rare

**Internal appeals procedure**

Skinners Academy will provide a process for a candidate to appeal against any decision the centre may make:

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

Information for Candidates

Results, Appeals and Certificates

**Centre assessment grades and rank orders**

# Skinners Academy has submitted centre assessment grades (CAGs) and rank order information to the relevant awarding body in accordance with Ofqual guidanceand in line with the awarding body instructions.

The awarding bodies put these grades through a standardisation process to determine a calculated grade.

Where calculated grades are higher than CAGs, calculated grades will be awarded.

**Final grades**

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

**About your results**

Ofqual has provided information for students:

* **Your results, what next?** Understanding your qualifications grades this summer: updated 20 August 2020 [www.gov.uk/guidance/your-results-what-next](http://www.gov.uk/guidance/your-results-what-next)
* **Student guide to post-16 qualification results: summer 2020** - A guide for those receiving qualification results in England this summer (updated 19 August)
* **Student guide to appeals, malpractice & maladministration complaints**Summer 2020 - What to do if you have concerns or questions about your grades (updated 19 August) [www.gov.uk/government/publications/student-guide-to-post-16-qualification-results-summer-2020](http://www.gov.uk/government/publications/student-guide-to-post-16-qualification-results-summer-2020)
* **National Careers Service Exam Results Helpline** [www.gov.uk/careers-helpline-for-teenagers](http://www.gov.uk/careers-helpline-for-teenagers)

Awarding bodies will also provide information for students about results. Skinners Academy will signpost you to any relevant information at results time.

If you have a concern about a grade you have been awarded, you can ask Skinners Academy via exams@skinnersacademy.org.uk to:

* check whether an error was made when submitting your centre assessment grade and rank order to the awarding body
* raise a complaint if you feel you have evidence of bias or that you were discriminated against; you could also pass such evidence on to the awarding body who could investigate for potential maladministration/malpractice
* provide information about the opportunity to take an exam in the autumn series or in summer 2021

**Arrangements for Resits**

**GCSE resits**

If you would like to re-sit all or any of your exams in November, please email exams@skinnersacademy.org.uk You will need to email your full name, listing the subjects you would like to re-take. **The deadline for sending this email is Thursday 10 September**.

**A-Level resits**

If you would like to re-sit all or any of your exams in October, please email exams@skinnersacademy.org.uk You will need to email your full name and list the subjects you would like to re-take. **The deadline for sending this email is midday 2 September.**

**Arrangements for appeals**

The arrangements for awarding qualifications in summer 2020 state:

Only schools and colleges can submit an appeal. This also applies to private candidates .

If a candidate has concerns about how grades were arrived at they should talk to their school or college about their options.

* A candidate can ask their centre to check whether it made a mistake when submitting data to the awarding body (If the centre finds it made a mistake in the data it provided it can ask the awarding body to correct it)
* The centre can appeal to the awarding body on a candidate’s behalf if it believes the awarding body made a mistake when it communicated a candidate’s grade
* A candidate cannot challenge the centre under the appeals process on the centre assessment grades it submitted or the rank order positions
* A candidate cannot appeal because their mock exam result was higher than the grade awarded. The mock grade will have been taken into account in deciding a candidate’s centre assessment grade. Candidates will either receive their centre assessment grade or the calculated grade (whichever is higher)
* This summer, candidates grades are protected and will not go down as a result of an appeal
* If the centre is unhappy with the outcome of the awarding body’s appeals process, it can appeal this decision through Ofqual’s [Examination Procedures Review Service](https://www.gov.uk/appeal-qualification-result/appeal-a-review)
* A candidate can appeal against their 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

**Certificates**

Certificates, when received from the awarding body, will be issued to candidates on early December.  Schools and colleges are required to retain certificates for a period of 12 months after they are issued, after which they may be destroyed.

**Internal appeals procedure**

Skinners Academy will:

* inform candidates of the arrangements for appeals prior to the issue of results and the accessibility of senior members of centre staff immediately after the publication of results by issuing this *Information for candidates – Results, Appeals and Certificates* notice/document)
* appeal to an awarding body on a candiate’s behalf if it believes the centre itself made an error when submitting a centre assessment grade or rank order information or if it believes an awarding body made a mistake when communicating a grade
* ask the candidate to provide written informed consent via candidate email before an appeal is submitted to the awarding body
* where relevant, advise an affected candidate to inform any third party (such as a university or college) that an appeal has been submitted to an awarding body

Skinners Academy will not:

* seek any information the awarding body holds that would be needed for an appeal if it does not believe an awarding body made a mistake when communicating a grade
* appeal to an awarding body on a candiate’s behalf if it does not believe the centre itself made an error when submitting a centre assessment grade or rank order information or if it does not believe an awarding body made a mistake when communicating a grade

An internal appeal can be submitted to the centre where a candidate (or his/her parent/carer) believes there are grounds to 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

An appeal should be submitted by

* Completing and submitting an **internal appeal form** **by 27 August 2020 for A-Levels and 3 September 2020 for GCSE.**

The appellant will be informed of the outcome of the appeal before the centre’s internal deadline for submitting a request for an appeal.

If the internal appeal is upheld by the centre, resulting in an appeal on the candidate’s behalf being submitted to the awarding body:

The appellant will be informed of the outcome of the appeal before the centre’s internal deadline for submitting a request for an appeal.

If the internal appeal is upheld by the centre, resulting in an appeal on the candidate’s behalf being submitted to the awarding body:

* awarding body fees which may be charged for an appeal will be paid by the centre
* if the appeal is upheld by the awarding body, this fee will be refunded by the awarding body to the centre