

**Information for Candidates**  
**Summer 2021 Results, Appeals and Certificates**

**Teacher Assessed Grades**

St Thomas More Catholic School has determined grades in accordance with the JCQ guidance<sup>1</sup> and has submitted these grades to the relevant awarding organisation by the required deadline.

To support your understanding, please refer to Ofqual's [Student guide to awarding: summer 2021](#)<sup>2</sup> which tells you how you will get your qualifications in summer 2021 and where you can get more information.

**Results**

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

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

Date	Qualification type
10/08/2021	GCE (AS, A Levels) and other Level 3 qualifications
12/08/2021	GCSE and other Level 1/2 qualifications

**Arrangements for results days**

On the day of collection candidates should arrive to school within the opening hours:

10<sup>th</sup> August 2021 – 08.30 – 12.00

12<sup>th</sup> August 2021 – 10.00 – 12.00 – Year 11

12.00 – 14.00 – Year 10 Further Maths & Year 9 Statistics

You will be directed to collect your results.

Please note if you are not able to collect your results, someone cannot pick them up for you without the school knowing in advance and without written permission. Any results not collected on the results day will be posted home, to the address we have on our system (it is your responsibility to ensure we have the correct details).

**Concerns about your results**

When you receive your results, if you think that a grade is wrong, your first step should be to speak to one of the following staff member for advice:

10<sup>th</sup> August - Mr Bent, Mr Saunders, Mr Rosen, Mrs Rosen & Ms Dunne

12<sup>th</sup> August – Mr Bent, Ms Dunne, Mr Rosen

Further details of the arrangements for appeals are provided below.

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<sup>1</sup> <https://www.jcq.org.uk/summer-2021-arrangements/>

<sup>2</sup> <https://www.gov.uk/government/publications/student-guide-to-awarding-summer-2021>

## **Certificates**

Certificates, when the school has received all the certificates from the awarding organisations, a letter will be sent home informing you that your certificates are ready for collection.

Please note when you collect your certificates you have to sign for them to acknowledge that YOU have received them.

## The arrangements for appeals

To decide whether to request a review, students will need access to the following information:

- a. the centre policy
- b. the sources of evidence used to determine the student's grade, along with the marks/grades associated with them
- c. details of any variations in evidence used based on disruption to what that student was taught
- d. 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

This information will be available on results day.

There are two stages to the appeals process:

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

St Thomas More Catholic School will support its candidates through the centre review and awarding organisation appeals process.

The information below describes the arrangements in place at St Thomas More Catholic 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 candidate does not consider they have been issued with the correct grade, they can submit a request to St Thomas More Catholic School to check if an administrative or procedural error has occurred
- St Thomas More Catholic School will forward you the interactive *JCQ Student Request Form for Centre Reviews and Appeals* (this will be saved in your name and candidate number) as an attachment
- On receipt, the candidate should open the attachment, read the important instructions, fully complete *section A. Student request* of the *Stage one – centre review* form including electronic signature and date. The form should be saved and returned as an email attachment to [exams@stthomasmoreschool.org.uk](mailto:exams@stthomasmoreschool.org.uk)
- The outcome of the centre review may result in the candidate's grade remaining the **same**, being **lowered** or **raised**
- On completion of the review St Thomas More Catholic School will complete *section B. Centre review outcome* of the form and share with the candidate as a record of the outcome, in sufficient time prior to the relevant appeal to awarding organisation deadline.
- If an administrative or procedural error is found, St Thomas More Catholic School 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 will only be submitted if the first stage, centre review, has been completed and the outcome of the first stage has been issued to the candidate
- The awarding organisation will not be able to consider an appeal that is based solely on differences of opinion - if the candidate wants to improve their grade they may want to consider entering for the autumn exam series

- If the candidate believes there is still an error following the centre review, or if the awarding organisation has made an administrative error, or the candidate considers that the grade awarded was an unreasonable exercise of academic judgement, the candidate can submit a request to St Thomas More Catholic School to proceed with an appeal to the awarding organisation on their behalf
- To proceed, the candidate must complete the *Stage two – appeal to awarding organisation* section of the form, including electronic signature and date. The form should be saved and returned as an email attachment to exams@stthomasmoreschool.org.uk
- St Thomas More Catholic School will then submit the appeal on the candidate’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
- 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 provided by email to the candidate as soon as is reasonably practical after the outcome letter from the awarding organisation is received in the centre
- Should the candidate still remain concerned their grade was incorrect, they may be able 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)

**Note** - Once a finding has been made **you cannot withdraw your request for a centre review or appeal**. If your grade has been lowered, you will not be able to revert back to the original grade you received on results day. For more information please refer to the Department for Education’s blog <https://dfemedia.blog.gov.uk/2021/06/09/exam-appeals-what-can-i-do-if-i-think-my-grade-is-wrong-how-do-i-appeal-what-will-happen-if-i-appeal-your-questions-answered/>

### **Deadlines to submit a request**

#### Priority appeal<sup>3</sup>

**16 August 2021** – deadline for a candidate to request a Stage 1 - centre review

**23 August 2021** – deadline for a candidate to request a Stage 2 – appeal to awarding organisation

#### Non-priority appeal

**3 September 2021** - deadline for a candidate to request a Stage 1 - centre review

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

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<sup>3</sup> A priority appeal **is only for** students applying to higher education who did not attain their firm choice (i.e. the offer they accepted as their first choice) and wish to appeal an A level or other Level 3 qualification result. You should inform your intended higher education provider that you have requested a centre review or appeal. You will need to provide in the request form(s) your UCAS personal ID code which is included in all correspondence from UCAS. This is needed to confirm that a student’s place is dependent on the outcome of the appeal. Priority appeals that aren’t submitted to the awarding organisation by 23 August 2021 will still be treated as a priority but they may not be completed in time for those with a higher education place dependent on the outcome of the appeal.