



**BURSCOUGH
PRIORY ACADEMY**

Teacher Assessment Grades

Review and Appeal Policy

Summer 2021



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1 INTRODUCTION

- 1.1 Following an extraordinary year for education, the assessment for pupils due to sit examinations in the Summer 2021 series has had to adapt to the Nation's continued response to the COVID-19 pandemic.
- 1.2 We have developed a robust centre policy for Teacher Assessed Grades ('TAG') which includes internal and external quality assurance so we can be confident that the teacher assessed grades issued to pupils are fair and reflective of their abilities.
- 1.3 Appropriate evidence will be considered by teachers to determine in each assessment subject the grade applied to each pupil.

2 ABOUT THIS POLICY

- 2.1 This procedure has been produced in response to the following guidance:
 - 2.1.1 JCQ Guidance on the determination of grades for A/AS Levels and GCSEs for Summer 2021.

3 SCOPE

- 3.1 This year, we have developed this policy to set out how pupils can understand how we have reached the TAGs awarded. We believe the need for any appeal will be limited due to the rigor and quality assurance that will take place before a TAG is determined. However, we acknowledge that on some occasions pupils will want to decisions to be reviewed and/or subject to an appeal procedure.
- 3.2 The right to request a review or an appeal is the pupil's only. Parents do not have their own right of appeal but can assist their child with their consent. Any consent from the pupil must be submitted with the appeal.
- 3.3 Pupils must request a review no later than 3 September 2021. An appeal can only be submitted from the date of publication of the results up to 17 September 2021. In order to ensure that an appeal can be submitted by us on time the request must be submitted no later than 4pm on 16 September 2021. Any appeals submitted after this time will not be processed to ensure the deadline of 17 September 2021 for submitting appeals is met.

4 STAGE 1: REVIEW

- 4.1 Upon receipt of the TAGs on results day, pupils may believe the TAG is incorrect as there has been an error in the process followed to determine a specific grade or more.
- 4.2 The pupil may ask that we review the process followed to be sure there have been no errors in the application of our centre policy or how the procedures have been adhered to by teaching staff.
- 4.3 Requests for reviews must be made by completing the form at Appendix 1 of this policy and submitted to Mrs Fairhurst Examinations Officer.
- 4.4 Please note that if a review is requested a TAG may go up, down or remain the same.

- 4.5 A GCSE review will be undertaken on our return to school. It will be undertaken by a member of the Senior Leadership Team who did not determine the disputed TAG.
- 4.6 In the event that no error has been found on review we will write to the pupil to advise them of the outcome.
- 4.7 If an error or issue is found by us following our review we will write to the pupil to inform them and refer the matter to the awarding body to enable them to determine if the TAG should be changed in the circumstances.

5 **STAGE 2: APPEAL PROCESS**

- 5.1 After a review has taken place and the pupil believes that the matter is not yet resolved they may wish to ask that we submit an appeal on their behalf to the applicable awarding organisation.
- 5.2 All requests for appeals must be made by completing the form at Appendix 2 of this policy and submitted to Mrs Fairhurst Examinations Officer.
- 5.3 Pupils must note that the right of appeal will not arise if stage 1 has not been completed with an outcome issued by us.
- 5.4 An appeal can be requested when the pupil believes:
 - 5.4.1 we (as a centre) did not follow our procedures properly when determining the TAG;
 - 5.4.2 the awarding organisation has made an administrative error; or
 - 5.4.3 the pupil considers that the grade awarded was an unreasonable exercise of academic judgement.
- 5.5 Please note that if an appeal is made a TAG may go up, down or remain the same.
- 5.6 Appeals will be submitted by us in accordance with any procedures laid out by the applicable awarding organisation(s).
- 5.7 The awarding body will make a determination and advise of the outcome of the appeal including any changes to the grades that are the subject of the appeal.

6 **OFQUAL'S EPRS (EXAM PROCEDURES REVIEW SERVICE)**

- 6.1 If a pupil is dissatisfied with the outcome of the appeal as determined by the awarding organisation they may wish to seek a review through OFQUAL's EPRS.
- 6.2 We or pupils may seek a review through the EPRS when it is believe there has been a procedural error by the awarding organisation.

Summer 2021 Grade Appeal Form



| | | | |
|--|--|-------------------------------|--|
| Name of Student | | | |
| Subject | | Grade | |
| Have you submitted a Review of Grade? | | Date of Review Outcome | |
| Grounds for an appeal (please refer to section 5 above) | | | |
| | | | |
| List any supporting evidence accompanying this form | | | |
| | | | |
| Student Signature | | Date | |

Submit form to Mrs Fairhurst Examination Officer