

Information for Candidates

Summer 2021 Results, Appeals and Certificates

Teacher Assessed Grades

Birkenhead Park School has determined grades in accordance with the JCQ guidance¹ and has submitted these grades to the relevant awarding organisation by the required deadline.

To support your understanding, please refer to [Student guide to awarding: summer 2021](#)² 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 in August as follows:

Date	Qualification type
12/08/2021	GCSE and other Level 1/2 qualifications

Arrangements for results day

Birkenhead Park School will be open to Students from **8.30am- 12 noon on Thursday 12 August** for you to collect a copy of your exam results from the examination boards.

Certificates

Certificates, when received from the awarding organisations, will be issued to you in person, and will be available to collect from Reception after November 2021.

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

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

Appeals to Awarding Organisations

Important information for students

What may happen to your grade during the centre review and appeals process?

If you request a centre review or an awarding organisation appeal there are three possible outcomes:

- Your original grade is **lowered**, so your final grade will be lower than the original grade you received.
- Your original grade is **confirmed**, so there is no change to your grade.
- Your original grade is **raised**, so your final grade will be higher than the original grade you received.

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.

What will be checked during a centre review?

You can ask the centre to check whether it made a **procedural error**, an **administrative error**, or both. A procedural error means a failure to follow the process set out in the centre policy. An administrative error means an error in recording your grade or submitting your grade to the awarding organisation.

You must request a centre review before you can request an awarding organisation appeal. This is so the awarding organisation is certain that your grade is as the centre intended.

What will be checked during an awarding organisation appeal?

You can ask the awarding organisation to check whether the centre made a **procedural** or **administrative error** - or whether the awarding organisation itself made an **administrative error**. You can also ask the awarding organisation to check whether the **academic judgement** of the centre was unreasonable, either in the selection of evidence or the determination of your grade.

When do I need to submit my request?

You should submit a request for a centre review by **3 September 2021 for non-priority appeals**.

Once you have received the outcome of your centre review, if you wish to request an awarding organisation appeal you should do so as soon as possible. Your school or college will submit this on your behalf. Requests for a non-priority appeal should be submitted by **17 September 2021**.

Stage one – centre review

A. Student request

This section is to be completed by the student. A request for a centre review must be submitted to the centre, not the awarding organisation. A centre review must be conducted before an appeal to the awarding organisation. This is so the awarding organisation is certain that your grade is as the centre intended.

Centre Name		Centre Number	
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Student Name		Candidate Number	
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Qualification title e.g. AQA GCSE English Language	
Teacher Assessed Grade issued	

Grounds for centre review Please tick one or both of the options if they apply to your request. If you don't think either apply, your centre will still conduct a review for administrative and procedural errors so the awarding organisation can be certain that your grade is as the centre intended.			
Administrative Error by the centre e.g. the wrong grade/mark was recorded against an item of evidence	<input type="checkbox"/>	Procedural Error by the centre e.g. a reasonable adjustment / access arrangement was not provided for an eligible student	<input type="checkbox"/>

Supporting evidence Please provide a short explanation of what you believe went wrong and how you think this has impacted your grade. There is a 5,000 character limit.

Acknowledgement I confirm that I am requesting a centre review for the qualification named above and that I have read and understood the information provided in the 'Important information for students' section above. In submitting this review, I am aware that:		
<ul style="list-style-type: none">• The outcome of the review may result in my grade remaining the same, being lowered or raised• The next stage (Stage Two, the appeal to awarding organisation) may only be requested once the centre review (Stage One) has been requested and concluded.		
Student Name _____	Student signature _____	Date _____