

Bideford College

Summer 2020

Results and Appeals



July 2020

1. Centre assessment grades and rank orders

Bideford College

- will not provide centre assessment grades or rank orders, to candidates or parents/carers prior to the official issue of results by the awarding body
- understands that any inappropriate disclosure of centre assessment grades and rank order information before the issue of results will be investigated by awarding bodies as potential malpractice
- Candidates may request their centre assessed grades after exam results day by completing the CAG request form

Final grades

Bideford College will:

- issue results published by the awarding bodies on the calendared result days: Thursday 13th August (GCE AS and A-levels) and Thursday 20th August (GCSE)
- signpost candidates (and parents/carers) to information provided by key stakeholders at the time final grades are issued to support understanding of the grades awarded and process for appeal

Results day

Bideford College 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
- provide candidates with the options available if they want to query their result
- signpost candidates to relevant Ofqual and/or awarding body information that sets out how their grades were calculated this year and the options available to them if they believe their result was not properly produced including access to appeal

Appeals

Bideford College will:

- follow information provided by 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 prior to the issue of results
- seek any information the awarding body holds in relation to how final grades were calculated if there is a concern about any results
- submit an appeal to the awarding body on behalf of a candidate or candidates where:
 - an error was made when submitting centre assessment grade or rank order information to the awarding body
 - the awarding body made an administrative error in the issuing of results
- collect consent from a candidate before any appeal is submitted to the awarding body.

Internal appeals procedure

Bideford College 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

2. Results

On candidate statements of results and certificates, final grades will be reported in the same way as in previous years. They will be issued on the dates below:

Date	Qualifications awarded
13/08/2020	GCE (AS, A Levels) and other Level 3 qualifications
20/08/2020	GCSE and other Level 1/2 qualifications

As a result of the COVID-19 pandemic, we will be e-mailing all students their results to avoid unnecessary journeys to the college site. Results will be sent to students' college e-mail accounts. Students have been given the opportunity to attend appointments with member of the college senior leadership which have been booked through the parent evening booking system. Due to data protection, results will be issued to students and will not be e-mailed to parents/carers.

Concerns about results

If a candidate has a concern about a grade awarded, they can email pbolton@bidefordcollege.org to request any of the following:

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

The CAG request form found at on the college website (<https://bidefordcollege.org/exams-summer-2020/>) should be completed by candidates who would like to receive copies of the centre assessed grades

Appeals

The arrangements for awarding qualifications in summer 2020 state:

Candidates can appeal their grades through their centre if they feel the process this summer was not followed correctly in their case.

A candidate can:

- ask their centre to appeal on their behalf to an awarding body if there is evidence that leads a candidate to believe:
 - the centre made an error when submitting a centre assessment grade or rank order information
 - an awarding body made a mistake when calculating, assigning or communicating a grade
- 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

A candidate cannot:

- appeal against their centre assessment grades and position in the rank order
- appeal in respect of the process or procedure used by [insert centre name] in calculating their centre assessment grades and position in the rank order
- appeal directly in any respect to the awarding body

Certificates

Certificates will be issued to candidates when they are received from the awarding body. We will notify students of how this will happen via email and through updates on the college website and social media channels.

Appeals procedure

Bideford College 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
- appeal to an awarding body on a candidate'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 calculating, assigning or communicating a grade
- ask the candidate to provide written informed consent (informed consent via candidate email is acceptable) before an appeal is submitted to the awarding body as the appeal could result in the final grade being lower than, higher than, or the same as the grade which was originally awarded
- only collect consent after the publication of results

- 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

Bideford College 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 calculating, assigning or communicating a grade
- appeal to an awarding body on a candidate'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 calculating, assigning or communicating a grade

An internal appeal may 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
- not to appeal to the awarding body

The candidate will be informed of the outcome of the internal appeal as soon as a decision has been made and in sufficient time for the centre to take any appropriate action where the internal appeal may be upheld.

If the internal appeal is upheld by the centre:

- where applicable, the centre will request information the awarding body holds that would be needed for an appeal within the time period set by the awarding body
- where applicable, the centre will submit an appeal on the candidate's behalf to meet the awarding body's deadline for appeals

Copies of internal appeal request forms can be found at the college website (<https://bidefordcollege.org/exams-summer-2020/>)

Internal appeals form

Summer 2020 awards

Please tick the box to indicate the nature of your appeal and complete all white boxes on the form below in as much detail as possible:

Appeal against the centres decision not to provide information provided to the awarding body

Appeal against the centres decision not to appeal to the awarding body

Name of appellant		Awarding body (i.e. AQA)	
Candidate name (if different to appellant)		Qualification type	
		Subject	
Please state the grounds for your appeal below			
Please continue on an additional page if necessary			
Appellant signature:		Date of signature:	

This form must be signed, dated and returned to pbolton@bidefordcollege.org by Monday 7th September

