

## Information for Candidates

### Summer 2021 Results, Appeals and Certificates

#### Teacher Assessed Grades

Queen Elizabeth Grammar School 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 the Ofqual Student Guide to Awarding Summer 2021 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 days in August as follows:

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

#### Arrangements for results days

**A-Level results** will be available for collection at school from the Canteen at 8.30 am on Tuesday 10 August 2021 for those students **who have not secured** their firm or insurance offer.

Students who secure their firm or insurance offer will be able to collect results from 9.00 am on Tuesday 10 August 2021.

Due to the current wave of infections within Cumbria and Eden in particular, we feel it is important to provide an alternative to attending in person on site for those who may feel there is a risk attached to such a gathering. We will be publishing the results on every students' Edulink page, under the recently added Exams heading, after 8.30am as well. If you do intend to attend on site, you are asked to ensure that you maintain social distancing and use face coverings when inside any building. Results can be collected from the canteen and will be presented in alphabetical order. Parents should not attend on site unless they are coming to a meeting with a member of staff that has been arranged following the collection of results by the student.

On results day there will be a number of staff available to support students who may have issues with their results, particularly linked to progression. They will also be able to help you access clearing for UCAS if it is required through the laptops in ML1 and ML2. Please bring your UCAS logon and password with you as this makes it a quicker process to accept university places or access additional places. If you do not attend but do require support, please contact Miss Smith on [vsmith@qegs.cumbria.sch.uk](mailto:vsmith@qegs.cumbria.sch.uk).

Arrangements for **GCSE results** will be similar in that they will be released to students on Edulink on the recently added Exams heading on Thursday 12 August 2021 after 8.30am. You will also receive an email with information regarding your application to QEGS sixth form, if appropriate. Any students who have not met the required standards to access their desired progression into the sixth form or elsewhere can organise a meeting with the Sixth form team by ringing school or emailing Miss Smith. It will be possible for students only to attend on site from 9am to collect results, again

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

from the canteen, but given the anticipated covid situation and the fact that the vast majority of students will be returning in September, we would urge students to avoid attending where possible. If you do attend, can parents please remain either off site or in the car park, unless you have an arranged meeting? Please contact Miss Smith on [vsmith@gegs.cumbria.sch.uk](mailto:vsmith@gegs.cumbria.sch.uk) if you are not on site but require support with next steps.

### 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 a member of SLT for advice.

Further details of the arrangements for appeals are provided below.

### Certificates

Certificates, when received from the awarding organisations, will hopefully be issued at awards evenings in the next academic year.

### The arrangements for appeals

Section 5.4 of JCQ Appeals Guidance Summer 2021 (A guide to appeals processes – Summer 2021) states:

To decide whether to request a review, students will need access to certain information before results day, or on results day, if it has not already been made available to them. This must include:

- 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

There are two stages to the appeals process:

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

Queen Elizabeth Grammar School will support its students through the centre review and awarding organisation appeals process.

The information below describes the arrangements in place at Queen Elizabeth Grammar 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 student does not consider they have been issued with the correct grade, they can submit a request to Queen Elizabeth Grammar School to check if an administrative or procedural error has occurred
- To submit a request, a student must fully complete the 2021 Appeals: *Student Request and Consent Form for Centre Reviews and Appeals* (available from the school website). The form must include an electronic signature and date and the form should be saved and returned as an email attachment.
- **The outcome of the centre review may result in the student's grade remaining the same, being lowered or raised**
- On completion of the review, Queen Elizabeth Grammar School will complete section B. *Centre review outcome* of the form and share with the student 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, Queen Elizabeth Grammar 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 1 appeals must be submitted via email to: [examappeals@qegs.cumbria.sch.uk](mailto:examappeals@qegs.cumbria.sch.uk)** by 9.00 am on 16th August 2021 for priority appeals (**GCE only** where you have missed a university offer) or by 9.00 am on 3 September 2021 for non-priority appeals. **Appeals not submitted via email or on the official form will not be accepted.**

## 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 student.
- The awarding organisation will not be able to consider an appeal that is based solely on differences of opinion - if the student wants to improve their grade they may want to consider entering for the autumn exam series
- If the student believes there is still an error following the centre review, or if the awarding organisation has made an administrative error, or the student considers that the grade awarded was an unreasonable exercise of academic judgement, the student can submit a request to Queen Elizabeth Grammar School to proceed with an appeal to the awarding organisation on their behalf
- To proceed, the student 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 [examappeals@qegs.cumbria.sch.uk](mailto:examappeals@qegs.cumbria.sch.uk) by 9.00 am on 20 August 2021 for priority (GCE) appeals and by 9.00 am on 15 September 2021 for non-priority appeals.
- Queen Elizabeth Grammar School will then submit the appeal on the student'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 student by Queen Elizabeth Grammar School as soon as reasonably practical after the outcome letter from the awarding organisation is received in the centre.
- Should the student 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>2</sup>

**9.00 am, 16 August 2021** – deadline for a student to request a Stage 1 - centre review

**9.00 am, 20 August 2021** – deadline for a student to request a Stage 2 – appeal to awarding organisation

### Non-priority appeal

**9.00 am, 3 September 2021** - deadline for a student to request a Stage 1 - centre review

**9.00 am, 15 September 2021**– deadline for a student to request a Stage 2 – appeal to awarding organisation

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<sup>2</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.