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THE THOMAS ADAMS SCHOOL, WEM

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**THOMAS ADAMS SIXTH FORM
ADAMS HOUSE (BOARDING)**

Headteacher: Mark Cooper BA (Hons)

Deputy Headteacher: Gavin Sterry BSc (Hons) MA



Years 10, 11 and 13 TAG Results Days and Appeals Process

Dear Parent / Carer,

As we approach the end of the academic year, we aim to provide you with a clear outline of the Year 10 (English Literature), 11 and 13 Results Day arrangements and appeals process.

Results Days

Information about results days has been published previously, but we would like to remind you that **A Level results will be issued to students on Tuesday 10th August**. We have decided that results for **Year 13 will be sent out electronically to students' school email addresses by approximately 9am**.

GCSE grades will be issued to students on Thursday 12th August. Due to the large number of Year 11 students returning to us in September to join our Sixth Form, **results will be available for collection in the Stanier Hall from 10am for Year 11 students ONLY**. Year 10 students entered for GCSE English Literature will have their results emailed out to their school email address. Any issues with accessing your school email address, please email ict.helpdesk@thomasadams.net.

How were grades decided this year?

Grades this summer were based on Teacher Assessed Grades (TAGs). TAGs were submitted to the exam boards as a holistic assessment of students' performance in a subject, following a rigorous process of assessment, moderation and quality assurance.

These grades were then approved by the awarding bodies, following their external quality assurance checks. Any changes made by the exam boards following their reviews of students' work have been made by professional examiners.

What do I do if I'm not happy with the grade?

All students have the opportunity to appeal their grade. It is important to note that an appeal may result in a grade being lowered or increased, as well as remaining the same. If a student appeal results in a lower grade, this will be the final awarded grade.

There is also the option to sit GCSEs, A levels and some AS levels in the autumn, which may be preferable to some students. These papers will be the same design, content and assessment that students would have sat in summer 2021, had the examinations not been cancelled.

How do I make an appeal?

Students should complete the first section of the JCQ 'Student Request Form for Centre Reviews and Appeals to Awarding Organisations' (<https://www.jcq.org.uk/summer-2021-arrangements>) and send it to the Exams Officer.



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What are the grounds for appeal?

There are five main grounds for appeal, as dictated by the Joint Council for Qualifications (JCQ). They are:

- An administrative error by the school which would mean that the wrong grade may have been recorded within the centre and submitted to the exam board;
- A procedural error by the school not adhering to the 'Centre Policy for Determining Teacher Assessed Grades', which resulted in an error in the way the TAG was calculated; alternat
- An issue with access arrangement, reasonable adjustments or mitigating circumstances;
- An administrative error by the awarding organisation;
- A procedural error which has not been corrected by the school during a Stage One appeal (see below);
- An unreasonable exercise of academic judgement in the selection of evidence used or in the determination of the TAG;

What will be the outcome of an appeal?

At either stage of the appeals process, a student's grade may go up, stay the same, or go down. On the application for an appeal, students must sign a declaration accepting the risk that their grade may go down and, therefore they may receive a lower grade than their original TAG.

What is a priority appeal?

Priority appeals are only open to **A Level students starting university this autumn, who have missed out on the conditions of their firm or insurance university offer**. Priority appeals will be conducted more swiftly than other appeals, and, where possible, before the UCAS advisory deadline of 8 September.

Priority appeals must include a student's UCAS number for confirmation of genuine priority.

If a student has not confirmed a firm conditional offer and opts to go through clearing instead, JCQ cannot offer a priority appeal.

GCSE students are not eligible for priority appeals.

What should I do if I don't get into my first choice of university?

Speak to Julie Squire, Key Stage 5 Manager, about options available. Students may wish to go through clearing, or sit the autumn exams this year or the summer exams in 2022 to try to improve their grades.

Students who decide to appeal their grade must let their university know. The university will then decide whether they will hold a place open, pending the outcome of the appeal. Please note that universities are not obliged to hold places open: this is at their discretion.

What should I do before appealing?

Before considering an appeal, students must read the 'JCQ Guide for Students and Parents', which is available on the JCQ website (<https://www.jcq.org.uk/summer-2021-arrangements>) or from the Exams Officer, Rebecca Kinnon (rlk@thomasadams.net), who can also offer guidance on the appeals process. Our centre policy on "Determining Teacher Assessed Grades" can be found on our website: (<https://thomasadams.net/wp-content/uploads/2021/05/TAG-Policy-4.pdf>).

What are the two stages of an appeal?

Stage 1

All appeals, on any of the grounds above, must first go through a **centre review**, which must be instigated by the student, who should request an appeals form from the Exams Officer or follow the link above. The school will check for any administrative errors, and check that policies and procedures were followed correctly. Our 'Centre Policy for Determining Teacher Assessed Grades' has been approved by JCQ, so we are only ensuring our adherence to the policy.

The outcome of the centre review (Stage 1) will be communicated to students.

Stage 2

If, at the centre review stage, the school finds that an administrative error has been made, we will ask the exam board to change it, and they will consider this request and report back to the school.

Following the outcome of a centre review, students may still choose to pursue an **awarding organisation appeal**, by filling in Section B of the appeals form, which the school will submit to the relevant awarding body. Students and parents cannot appeal directly to awarding bodies.

The outcome of the awarding organisation appeal (Stage 2) will be communicated to students as soon as possible.

What are the deadlines for priority appeals (Year 13 only)?

The deadline for requesting a priority appeal is 10am on Monday 16 August.

The school will attempt to complete the centre review by 20th August*. If students wish to progress their priority appeal to an awarding organisation appeal, they must send the completed form to the school by 10am on Monday 23rd August.

*At both stages of the appeals process, there may be the need for specialist, expert knowledge, for example, from subject teachers or the SENCo. This may not be possible in August. In such cases, we may have to wait until the start of term, but priority appeals will still be treated as a priority.

What are the deadlines for non-priority appeals (Year 11 and 13)?

Non-priority appeals can be made for any A Levels, GCSEs or vocational qualifications, where a firm or insurance university place is not pending.

Non-priority appeals can be made from Monday 16th August.

The school deadline for submitting a centre review is 10am on Thursday 2nd September.

The school deadline for submitting an awarding organisation appeal is 10am on Thursday 16th September.

Thank you for your continued support throughout this process.



Mr M Cooper
Headteacher



Mr T McAleavy
Assistant Headteacher