



Malbank School Communication to Parents and Students on Appeals

How will I collect my results this year?

This year's results days are the 10th of August for GCE (A-Level) results and the 12th of August for GCSE results. Results will be available from 8.30 am until 12.30 pm on the results day from the Boulevard. Please note, only students are allowed on site to collect their own results. Family members must wait on the car park. Any results not collected by 12.30 pm will be posted to your home address (this service will not be available for Year 10 Religious studies Short Course results).

How were my/my child's grades arrived at this year?

Grades this summer were based on Teacher Assessed Grades (TAGs). TAGs were submitted to the exam boards by us 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 relevant exam board, following external quality assurance checks.

In some cases, the TAGs we submitted may have been reviewed by the exam board. However, any changes to the grades we submitted were done by professional teachers or reviewers; this year no grades have been changed as a result of an algorithm.

What do I do if I'm not happy with my/my child's grade?

All students have the opportunity to appeal their grade if they meet the eligibility criteria (see below). It is important to note that an appeal may result in a grade being lowered, staying the same, or going up. So, if a student puts in an appeal and their grade is lowered, they will receive the lower mark.

There is also the option to re-sit GCSEs, GCEs(A-Level) and some AS levels in the autumn, which may be preferable for some students. The design, content and assessment of these papers will be the same as in a normal year.

What are the grounds for appeal?

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

1. You think we have made an **administrative error**: an example of this would be putting the wrong information into a spreadsheet.
2. You think we have made a **procedural error**: this means we haven't properly followed our own process, as approved by the exam board. An example of this would be where you've been told you should have received extra time for assessments but this wasn't given in a certain subject.
3. You think the **academic judgement on the selection of evidence was unreasonable***: you think the evidence used to grade you was not reasonable.

4. You think the **academic judgement on the grade you were given was unreasonable***.

***What does 'unreasonable' mean?**

'Unreasonable' is a technical term in this context and means that no educational professional acting reasonably could have selected the same evidence or come up with the same grade.

This means that, because of the flexibility of the approach this year, every school and college will have used different forms of evidence.

It also means that the independent reviewers will **not** remark or grade students' evidence. Instead, they will look to see whether any teacher acting reasonably could have arrived at the same grade.

What will be the outcome of an appeal?

At either stage of the appeals process (see 'What are the two stages of an appeal?' below), a student's grade may go up, stay the same, or go down. When placing an appeal, the student will have to sign a declaration saying that they accept the fact their grade may go down and they may get a lower grade than their original TAG.

What's a priority appeal?

Priority appeals will be handled more quickly than other appeals, wherever possible before UCAS's advisory deadline of 8 September.

Priority appeals are only open to **GCE (A-Level) students starting university this autumn who have missed out on the conditions of their firm and insurance offer.**

If you decided not to confirm a firm conditional offer and to go through clearing instead, JCQ cannot offer you a priority appeal.

Unfortunately, JCQ cannot offer priority appeals for GCSE students.

When making a priority appeal, students will have to include their UCAS number so it can be confirmed that it is a genuine priority appeal.

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

First, don't panic. Speak to Mr Falamarzi and his team about your options. You may wish to go through clearing, or sit the autumn exams or summer exams next year to try to improve your grade.

If you are going to appeal your grade, you must let your university know you are appealing. They will then let you know whether they will hold a place for you pending the outcome of an appeal (note that universities are not obliged to hold a place for you; this is at their discretion).

What should I do before making a grade appeal?

Please note, students must read the JCQ Student and Parent guide before appealing, which will be available on the [JCQ website](#) by the time we reach the results days.

We will not be able to offer any advice and guidance on the likely success of an appeal this summer as we would in normal years, as we have already moderated and quality assured all the grades ourselves.

How do I make an appeal?

Following results days, students should fill in stage one of the [JCQ appeal form](#) and send this to gradeappeals@malbank.cheshire.sch.uk.

What are the two stages of an appeal?

All appeals, on any of the grounds above, must first go through a **centre review**. At this stage, we will check for any administrative errors, and check that our policies and procedures were followed correctly. Our policy has already been approved by the exam boards, so we are only ensuring that we followed this properly.

The outcome of the centre review will be communicated to students when made.

At the centre review stage, if we find that a grade should go up or down, we will ask the exam board to change it. They will then consider this request.

Following the outcome of a centre review, students may still choose to pursue an **awarding organisation appeal**. They must fill in the stage 2 section of the [JCQ appeal form](#), which we will then send on their behalf to the exam boards. Students and parents cannot send appeals directly to the exam board themselves – it must come from us.

The outcome of the awarding organisation appeal will be communicated to students when made.

What are the deadlines for priority appeals?

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 GCEs or other Level 3 qualification result

10 th August 2021	GCE Results Day
16 th August 2021	Priority grade appeal deadline for submission to Malbank
19 th August 2021	Centre review outcome to be communicated to student
20-22 August 2021	Students can decide to end their appeal or proceed to stage two of the appeal process. If a decision is made to go to stage two, the stage two appeal section must be submitted to the school by the 22nd of August.
23 rd August 2021	School submits any stage two appeal forms to relevant awarding organisations

Please note, students cannot appeal before results day

At both stages of the appeals process, there will be the need for specialist, expert knowledge (e.g. subject teachers, SEND knowledge, etc). This will not be possible in August. For all non-priority cases, appeals will wait until the start of term, however priority appeals will still be treated as a priority in line with the deadlines above.

What are the deadlines for non-priority appeals?

Non-priority appeals are for any GCEs, GCSEs or vocational qualifications, where a firm or insurance university or college place is not pending.

12 th August 2021	GCSE Results Day
3 rd September 2021	Non-Priority grade appeal deadline for submission to Malbank
4 th September 2021	Start of centre review of appeals
10 th September 2021	Centre review outcome to be communicated to student
11-16 September 2021	Students can decide to end their appeal or proceed to stage two of the appeal process. If a decision is made to go to stage two, the stage two appeal section must be submitted to the school by the 16 th of September.
17 September 2021	School submits any stage two appeal forms to relevant awarding organisations

Please note, students cannot appeal before results day

You know my/my child's grades. Why can't you tell us? What if you know we haven't met our university conditional offer?

We are forbidden from disclosing the Teacher Assessed Grades to any third party, including students and parents, until results days. Any teacher or member of staff who does this is committing exam malpractice.

Although students may have been given marks or grades on single pieces of evidence, we cannot disclose the final submitted TAG.

During the external quality assurance process taking place in June and July, our submitted TAGs may be moved up or down (although this will always be done through human agency, not by an algorithm).

We only know what a student's conditional offer is if they have chosen to share that information with us. It has not formed part of our objective grading of students. Where we do know this information, we must not let students know their submitted TAGs, even if they haven't met the conditions of their offer.

Further advice and guidance

Please do not contact individual teachers directly. They are under strict JCQ instructions not to discuss results with any students or their parents.

In line with this JCQ guidance, on the results day staff have been instructed not to enter into any grade discussions.