



THE DEAN TRUST
Ashton on Mersey School

Chief Executive: Mr Tarun Kapur CBE
Executive Headteacher: Mr Andrew Shakos
Headteacher: Mr Lee McConaghie

Dear Parents/Carers of Year 11 pupils at The Dean Trust schools,

We hope that this communication finds you and your families well.

As you are aware, on Results Day (Thursday 12th August 2021) your child will receive their GCSE, BTEC and OCR National grades that were based on Teacher Assessed Grades.

As described in a communication earlier in the summer term, our teachers and leaders in each subject used a range of performance assessments and their understanding of each pupil to determine the Teacher Assessed Grade. The evidence they used included:

- Records of your child's performance on the content that they were taught over the entire course of their studies.
- Any non-exam assessment, e.g. coursework or internal assessments/tests.
- Work that your child produced in tasks set by their teacher that reflected the subject specification, format and exam board standard marking.
- Tests set by the teacher for your child to provide further evidence of the standard at which they were performing.
- Performance evidence from mock exams.

Summer 2021 JCQ Grade Descriptors, Guidance and Worked Examples were used to moderate evidence and three stages of Quality Assurance Checking took place to ensure that grades were accurate, fair and based on compelling evidence.

As in previous years, once grades are released on Results Day, your child has the right to appeal should they believe that an error has been made in determining their grade.

The appeals process is presented in detail within the JCQ guidance <https://www.jcq.org.uk/wp-content/uploads/2021/03/JCQ-Guidance-for-Students-and-Parents-on-Summer-2021.pdf> but we have provided a summary for your, and your child's, ease of reference.

Appeals

There are two stages to the appeals process:

Stage 1: Centre (School) Review

If your child doesn't think that they have been issued with the correct grade, they can appeal to the school. The school will then review whether they:

- made an administrative error
- did not apply a procedure correctly, e.g. we did not follow our Centre Policy ([Click here for Policy](#))

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Stage 2: Appeal to the Exam Board

Following a Stage 1: Centre (School) Review, if your child still doesn't think that they have the correct grade, they can ask the school to appeal to the exam board. The exam board will review whether:

- the school made an unreasonable judgement in the choice of evidence used and/or in the determination of their grade from that evidence.
- the school did not apply a procedure correctly, e.g. they did not follow their Centre Policy, did not undertake internal quality assurance, did not take account of access arrangements or mitigating circumstances, such as illness.
- the exam board made an administrative error, e.g. they changed the pupil's grade during the processing of grades.

At both stages of the process your child will need to submit their appeal to their school. An appeals template will be available on Results Day.

It is very important for you and your child to understand that grades can go down, up or stay the same through the appeals process.

Appeals dates:

- 12th August to 3rd September: student requests centre review
- 12th August to 10th September: centre conducts centre review
- 12th August to 17th September: centre submits appeal to exam board

Should you require further information then please do not hesitate to contact Mrs Lockett on 0161 973 1179 Ex*2216.

Yours sincerely

Mr McConaghie

Headteacher

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