



SPERRIN
INTEGRATED COLLEGE
MAGHERAFELT

Internal Centre Assessed Grades Appeals Policy

Ratified by Board of Governors

1st September 2020

Context

On 17 August, Education Minister Peter Weir announced that:

- GCSE students' grades should now be based only on the centre assessment grades provided by their schools and colleges.
- GCE AS and A2 students should now be awarded either the standardised grade issued on 13 August or their centre assessment grade - whichever is higher.

Sperrin Integrated College (the centre) has the following internal appeals policy for centre assessed grades awarded in Summer 2020.

Glossary of terms.

The centre. This refers to Sperrin Integrated College

Awarding Body. This refers to the organisation which administer the qualification e.g. CCEA, AQA, OCN, Pearson/EDEXCEL, Prince's Trust.

Arrangements for appeals: Exams Summer 2020.

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 administrative error when submitting a centre assessment grade or rank order information.
 - an awarding body made a mistake when calculating, assigning or communicating a grade.

Where the centre decides not to seek any information the awarding body holds that would be needed for an appeal and/or not to follow up on a requested appeal to the awarding body, the candidate has the right to contest this using the centres internal appeals procedure detailed below. However, 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 the centre in calculating your centre assessment grades and position in the rank order.
- appeal directly in any respect to the awarding body (unless a private candidate).

Internal appeals procedure: Exams Summer 2020

The centre will:

- inform candidates of the arrangements for appeals.
- 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.

The centre 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 candidates' 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 can 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 and/or
- not to appeal to the awarding body.

An internal appeal should be submitted by:

- The Candidate completing and submitting an internal appeals form (see appendix) by Monday 7th of September 2020.

On receipt of an appeal, the centre will:

- ensure that the review of the Centre Assessed Grade is conducted by an assessor who has appropriate competence, has had no previous involvement in the assessment and/or grading of that candidate for the subject(s) in question and has no personal interest in the outcome of the review.
- will instruct the reviewer to ensure that the candidate's grade is consistent with the previous performance data held by the centre.
- will make known the outcome of the review to the Head of Centre and Chair of the Board of Governors. A written record of the review will be kept and made available to the awarding body upon request.

If the centre rejects the appeal, the candidate will be informed in writing from the Examinations officer within 5 working days from the date of receipt of internal appeals form.

If the appeal is upheld, the centre will then submit an appeal to the awarding body on behalf of the candidate. The centre would then communicate the outcome of the awarding body's review in writing from the Examinations Officer.

If the candidate believes that the centre has not followed their appeals procedure, they should contact the relevant awarding body directly.

Internal Appeals Form

Summer 2020 awarding

FOR CENTRE USE ONLY	
Date received	
Reference No.	

Please tick box to indicate the nature of your appeal and complete all white boxes on the form below.

- Appeal against the centre's decision not to seek any information the awarding body holds that would be needed for an appeal
- Appeal against the centre's decision not to appeal to the awarding body

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

This form must be signed, dated and returned to the examinations officer on behalf of the head of centre to the timescale indicated in the internal appeals procedure.