



Centre Assessed Grades Appeals Policy

West Kirby Grammar School is committed to ensuring that whenever its staff mark candidates' work this is done fairly, consistently and in accordance with the awarding body's specification and subject-specific associated documents.

In the context of Centre Assessed Grades, candidates' work will be marked by staff who have appropriate knowledge, understanding and skill, and who have been trained in this activity. In line with the Ofqual guidance, staff have taken into account the full range of available evidence when they grade students -including non-exam assessment; the results of any homework assignments or mock exams; and any other records of student performance over the course of study. In response to Ofqual's guidance on the awarding of Centre Assessed Grades, candidates' work will be moderated by departments and will then be subject to a centre wide standardisation process to ensure consistency of marking.

1. West Kirby Grammar School are unable to discuss the centre assessed marks with candidates or parents/carers prior to the release of the final examination grades.
2. West Kirby Grammar School are unable to discuss the ranked position of any candidate in accordance with Ofqual's guidance and ambition to ensure that the information should remain confidential, so as to protect the integrity of the process and enhance the reliability of the data.
3. As is already the case with centre awarded assessment, in the rare cases where a student considers centre assessment grades or rank order information was demonstrably affected by bias, the student could provide evidence to the centre and then this could be investigated.
4. Similarly, evidence of bias could be presented to the exam board who would then investigate the matter as alleged malpractice. Ofqual's existing conditions allow an exam board to correct results where it concludes that these are incorrect as a result of malpractice or maladministration.
5. A Centre can appeal on a candidate's behalf on the grounds that an administrative mistake was made in the submission of grades to the board. However, Ofqual have put in place a declaration made by the Head of Centre to confirm that an administrative error check has been undertaken prior to submission to reduce the likelihood of this happening.
6. A student who, on receipt of their results, believes the centre must have made an administrative mistake when submitting their centre assessment grade and/or rank order position to the exam board, should ask the Exams Officer to review whether they had made a mistake, including when they submitted data on their behalf to the exam board.
7. Beyond these two circumstance (bias or error of submission), Ofqual have stated that there will not be an opportunity for students to challenge their centre assessed grade or their position in the centre's rank as there is no common benchmark or standard against which those judgements could be evaluated by a reviewer or appeal decision maker.

8. All students will have the opportunity to access an Autumn Term Examination series should they so wish.

After candidates' work has been internally assessed and moderated, it is then standardised by the awarding body to ensure consistency in marking between centres. The standardisation process may lead to mark changes but the ranking awarded by a centre will remain unchanged. At this time, Ofqual have decided not to provide for appeals in respect of the operation or outcome of the statistical standardisation model. However, they are investigating whether it might be possible and appropriate to allow for appeals where there is reliable evidence of a significant demographic difference between the centre's cohort and the historical data used for statistical standardisation.

Any changes outlined by Ofqual in this respect will be reflected in an update to this policy.