



**KING
GEORGE V
COLLEGE**

Appeals against Teacher Assessed Grades (TAGs) Summer 2021

Appeals policy for Teacher Assessed Grades Summer 2021

- All staff involved have been made aware of the arrangements for, and the requirements of, appeals in Summer 2021, as set out in the JCQ Guidance.
- Internal arrangements will be in place for the swift and effective handling of Centre Reviews in compliance with the requirements.
- All necessary staff have been briefed on the process for, and timing of, such reviews, and will be available to ensure their prompt and efficient handling.
- Learners have been appropriately guided as to the necessary stages of appeal.
- Arrangements will be in place for the timely submission of appeals to awarding organisations, including any priority appeals, for example those on which university places depend.
- Arrangements will be in place to obtain the written consent of students to the initiation of appeals, and to record their awareness that grades may go down as well as up on appeal.
- Appropriate information on the appeals process will be provided to parents/carers – available through the FAQ section on the College website

Receiving your results

- BTEC, AS and A Level students will receive their results on Tuesday 10 August 2021.
- GCSE students will receive their results on Thursday 12 August 2021.
- Students on other vocational programmes with teacher assessed grades will be advised as to the dates of their results by their tutors.

To take into account any Covid and social distancing measures which may still be in place in August results will be released to students via their student email address

Teacher Assessed Grades Summer 2021 Appeals procedure

Although everyone will be working hard to make sure you are issued with the correct grades on results day, there will be an appeals system as a safety net to fix any genuine errors that were not identified earlier on through the Teacher Assessed Grades process. If you believe an error has been made in determining your grade, you will have a right to appeal.

There are two stages to the appeals process:

Stage 1: Centre review

If you don't think you have been issued with the correct grade, you can appeal to the College. The College will then undertake a review to consider if it:

- has made an administrative error, e.g. it has submitted an incorrect grade; or used an incorrect assessment mark when determining your grade.
- did not apply a procedure correctly, e.g. did not follow Centre Policy, did not undertake internal quality assurance, did not take account of access arrangements or mitigating circumstances, such as illness.

To help you decide whether to appeal, you can request that the College shares with you the following information on results day if not before:

- its Centre Policy;
- sources of evidence used to determine your grade along with any grades/marks associated with them;
- details of any special circumstances that have been taken into account in determining your grade, e.g. access arrangements, mitigating circumstances such as illness.

If the College identifies any errors or process issues which may result in a change of grade it will consult with the exam board and a new grade may be awarded. Students will be informed of the outcome within 15 working days (or advised of any delays in this process).

Stage 2: Appeal to the exam board

If you still don't think you have the correct grade after the centre review is complete, you can ask the College to appeal to the exam board, who will review whether:

- the College made an unreasonable exercise of academic judgement in the choice of evidence from which they determined your grade and/or in the determination of your grade from that evidence.

NB: A reasonable judgement is one that is supported by evidence. An exercise of judgement will not be unreasonable simply because a student considers that an alternative grade should have been awarded, even if the student puts forward supporting evidence. There may be a difference of opinion without there being an unreasonable exercise of judgement. The reviewer will not remark individual assessments to make fine judgements but will take a holistic approach based on the overall evidence.

- the College did not apply a procedure correctly, e.g. it did not follow its 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 your grade during the processing of grades.

Submitting your appeal

At both stages of the process you will need to submit your written appeal to the College via learnervoice@southport.ac.uk and **give us your written consent to conduct the appeal or submit it to the exam board on your behalf**. It is also important to remember that your grade can go down, up or stay the same through either stage of the process.

If you have a place at university that is dependent on your appeal, you should submit your appeal to the College as soon as possible and tell the university you are hoping to go to so they can decide how to handle your offer. You should also tell the College so we can ask the exam board to prioritise your appeal. The timelines for priority and non-priority appeals will be as follows:

Priority Appeals

10 August to 20 August: priority appeals window

- 10 August to 16 August: student requests centre review
- 10 August to 20 August: the College conducts centre review
- 11 August to 23 August: the College submits appeal to exam board

Non-priority Appeals

10 August to 10 September: the majority of non-priority appeals take place

- » 10 August to 3 September: student requests centre review
- » 10 August to 10 September: centre conducts centre review
- » 11 August to 17 September: centre submits appeal to exam board

Further redress: Appeals to Ofqual

Finally, if you believe the exam board has made a procedural error in handling your appeal, you can apply to Ofqual's Exam Procedures Review Service to review the process undertaken by the exam board.

This procedure should be read in conjunction with the College's Centre Policy (Summer 2021):

- KGV Centre Policy - <https://www.kgv.ac.uk/about/policies-and-statements>

- Southport College Centre Policy - <https://www.southport.ac.uk/about/policies-and-statements#college>

For further support with this process please email learnervoice@southport.ac.uk.