

UHS Appeals of Exam results 2020 Centre 14527

Each exam board has its own administrative system for Appeals.

If you wish to submit an appeal, please complete the following form for submission as part of your Initial Appeal request. If you wish to make an appeal of more than one subject please complete a separate appeal for each subject.

At the bottom of this form you will find the OFQUAL guidance on basis for Appeals.

All Appeals need to be approved and signed by the Head of Centre. The deadline for submission of appeals is 17th September 2020. Please note this process has not been finalised or completed and the school will update you with the next steps if applicable.

Cost of Appeals. The school will pay the cost of any appeal agreed by the school as meeting the conditions of appeal.

Once completed please submit to
examsappeals2020@ursulinehigh.merton.sch.uk

Name	Subject	Exam Result	Mock Grade	CAG <small>Grade submitted by school</small>
Candidate Number				
Appeal (Please write here the reasons supporting your appeal.)				
Signed and dated by student. Typed is acceptable Date				

Supporting Information.

You cannot appeal the CAG grade unless you believe one of the conditions below applies;

You cannot challenge your school or college under the appeals process on the centre assessment grades it submitted or your rank order positions.

If you are making your appeal on the basis of an administrative error or bias then please follow the guidance below as in some cases certain appeals will need to be made directly to the exam board.

- A student believes that the school did not follow the process correctly this summer.
- Appeals will be allowed where a school itself believes it has made an error when submitting its grade or ranks; or similarly, if the centre believes an exam board made a mistake when calculating, assigning or communicating a grade.
- A student who had evidence of bias or discrimination would be able to raise this with their centre; an exam board could then investigate such evidence as indicating possible malpractice.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/910603/6672 - What to do if you have concerns or questions about your grades.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/910603/6672_-_What_to_do_if_you_have_concerns_or_questions_about_your_grades.pdf)

Can I make an appeal?

Even if your results aren't what you were hoping for, the school will support your move on to the next stage of your education or employment as you had planned.

It is important to remember that:

1. You can ask the school or college to check whether it made an administrative error when submitting information to the exam board. Administrative errors might include, for example, mixing up 2 students with similar names, or accidentally copying across the wrong data, but do not relate to the professional judgements of centres in assigning CAGs. If your school or college finds it made a mistake in the information it provided it can ask the exam board to correct it.
2. The school can appeal to the exam board on your behalf if it believes the exam board made a mistake when it communicated your grades.
3. As stated above. You cannot challenge your school under the appeals process on the centre assessment grades it submitted or your rank order positions. Any appeal would have to be undertaken by someone better placed than your teachers to judge your likely grade if exams had taken place. In the unique circumstances of this summer, we do not believe there is such a person.
4. You cannot appeal because your mock result was higher than the grade you were awarded. Your mock grade will have been taken into account in determining your centre assessment grade. You will either receive your centre assessment grade or your calculated grade (whichever is higher).
 - The deadline for appeals is 17 September 2020.

What to do if the school rejects your request for an Appeal

All appeals must be made by the school, if your request for an appeal has been rejected by the school you should directly contact Mr Adam for A'Level and Mr Kelly for GCSE.

Please do this directly by email. They will review the school's decision to consider your request.

You should read the Student guide to appeals, malpractice & maladministration complaints: If you believe that the school does not have a process in place for you to do appeal, you should follow your school complaints process in the first instance. If your complaint is not resolved, you can speak to the exam board for further guidance.

Making a complaint about bias, discrimination, malpractice or maladministration;

You cannot appeal because you disagree with the centre assessment grades or rank orders given by the school. However, you might be concerned that your centre assessment grades or your rank order positions were wrong because you believe the judgement was influenced by things other than evidence about your academic performance.

Extract;

Individual cases of bias or discrimination will be taken very seriously. If you think malpractice or maladministration might have affected you, then you should first discuss this directly with the school and raise a complaint. If you feel that your concerns have not been addressed, you could then consider raising your concerns about malpractice or maladministration with the exam board. It is important to remember that this would not be an appeal, but rather an allegation (accusation) that malpractice or maladministration happened in relation to your centre assessment grades or rank order positions.

Such allegations would be serious and taken seriously. As you would be making a malpractice or maladministration allegation you would not be subject to the deadline for appeals. Whilst you would be expected to raise any concerns with your school or college initially, if you have evidence of malpractice or maladministration on the part of your school or college and have concerns about raising it with them directly in the first instance, it may be appropriate for you to discuss this directly with the exam board instead; see contact details below. Explaining what makes you think malpractice or maladministration took place Receiving a grade lower than you hoped for or expected does not always mean there has been bias or discrimination. Telling an exam board that your centre assessment grade was lower than you think you deserved will not be enough to make the exam board suspect malpractice or maladministration took place. For your case to be considered, you will need to show something specific or something surprising, which calls for an explanation that your school or college has been unable to give. The following examples may help you think about what this might be.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/910603/6672 - What to do if you have concerns or questions about your grades.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/910603/6672_-_What_to_do_if_you_have_concerns_or_questions_about_your_grades.pdf)