



Summer 2021
Results and
Appeals process

[Information for Candidates](#)

30 June 2021

Information for Candidates

Results, Appeals and Certificates

Teacher assessed grades

Dagenham Park Church of England School will determine and submit teacher assessed grades to the awarding organisations in accordance with the ¹JCQ Guidance on the determination of grades for A/AS Levels and GCSEs for Summer 2021 and Pearson Guidance for Awarding Results in 2021²

On request, Dagenham Park Church of England School will conduct the first stage of the appeals process, to check if an administrative or procedural error has occurred. The centre will also submit second stage appeals to the awarding organisation on a student's behalf, if the student continues to believe that an error persists, or the grade awarded was an unreasonable exercise of academic judgement.

The school will not divulge provisional teacher assessed grades with candidates or parents/carers before the issue of results and understands that any inappropriate disclosure of teacher assessed grades before the issue of results will be investigated by awarding bodies as potential malpractice.

Further information can be found at: [Summer 2021 arrangements - JCQ Joint Council for Qualifications](#)

- JCQ Guidance on the Determination of Grades for A AS Levels and GCSEs Summer 2021¹
- JCQ Guidance for Students and Parents on Summer 2021
- JCQ Appeals Guidance Summer 2021
- Awarding-results-2021-guidance.pdf (pearson.com)²

Results Day Arrangements

On candidate statements of results and certificates, final grades will be reported in the same way as in previous years.

Final grades will be issued on results day(s) in August as follows:

Date	Qualification type
10/08/2021	GCE (AS, A Levels) and other Level 3 qualifications A summary candidate statement of results and support information will be sent to your school email account from 8.30am on results day.
12/08/2021	GCSE and other Level 1/2 qualifications A summary candidate statement of results and support information will be sent to your school email account from 9.00am on results day. Sixth Form admissions information will be sent by separate email to student school email accounts from 10.00am on results day.

Students expecting results should ensure they can successfully log-in to their school email address, before results day and contact our ICT Helpdesk if they require assistance. The school site will be closed to students over the summer.

Year 13 results emails will include a code and link the SchoolCloud, where you will be able to book a video discussion with Miss Bains. Year 11 results emails will include a link to an Online Response Form – this will allow you to acknowledge receipt of your results and request a call from a member of our Results Day Team to discuss any questions or concerns you may have. It is very important that you return your Online Response Form by 2.00pm, especially if you require a call from a member of the Results Day Team.

Stage One Centre Review - Important information for students

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 One – Centre Review**
- **Stage Two – Appeal to the Awarding Organisation**

What may happen to your grade during the centre review and appeals process?

If you request a centre review or an awarding organisation appeal, there are three possible outcomes:

- Your original grade is **lowered**, so your final grade will be lower than the original grade you received.
- Your original grade is **confirmed**, so there is no change to your grade.
- Your original grade is **raised**, so your final grade will be higher than the original grade you received.

Once a finding has been made you cannot withdraw your request for a centre review or appeal. If your grade has been lowered, you will not be able to revert to the original grade you received on results day.

What will be checked during a Centre Review?

You can ask the centre to check whether it made a **procedural error**, an **administrative error**, or both.

A procedural error means a failure to follow the process set out in the centre policy. An administrative error means an error in recording your grade or submitting your grade to the awarding organisation.

You must request a centre review before you can request an awarding organisation appeal. This is so the awarding organisation is certain that your grade is as the centre intended.

How can I request a Centre Review?

Following results day, if you wish to request a centre review you should complete the Stage One Centre Review Form **available via the School Website – Exams Page**. Additional information you may need to help you decide whether to proceed with your appeal are:

- Our Policy (already available on our website);
- Your Student Evidence Communication Record (already emailed to you at the start of June);
- The marks we recorded from your assessments (let us know if you need this);
- Details of any individual circumstances taken into account e.g. access arrangements (let us know if you need this).

Your completed form and any related communications must be emailed from your **school account** to exams@dagenhampark.org.uk.

Appeals deadlines - when do I need to submit my request by?

Appeals Deadlines			
Priority Appeals*		Non-Priority Appeals	
10-13 August	Window for students to request a centre review	Results day to 1 September	Window for students to request a centre review
10-20 August	School conducts centre review	Results day to 10 September	School conducts centre review
10-23 August	School submits appeals to awarding body	Results day to 17 September	School submits appeals to awarding body

*A priority appeal is only for students applying to higher education who did not get their firm choice (i.e. the offer they accepted as their first choice) and want to appeal an A-Level or other Level 3 qualification result. You should inform your intended higher education provider that you have requested a centre review or appeal.

Requests for a priority Stage One Centre Review should be submitted **as soon as possible** and by **13 August 2021**. Non-priority Stage One Centre Review requests should be submitted by **1 September 2021**.

What is your UCAS personal ID and why is it needed?

Your UCAS personal ID is the 10-digit code included in all correspondence from UCAS. This is needed to confirm that a student's place is dependent on the outcome of the appeal.

Stage Two Appeal to the Awarding Organisation - Important information for students

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 One – Centre Review**
- **Stage Two – Appeal to the Awarding Organisation**

You must have completed and received an outcome from a Stage One Centre Review before you can request a Stage Two Appeal to the Awarding Organisation. This is so the awarding organisation is certain that your grade is as the centre intended.

What may happen to your grade during the centre review and appeals process?

If you request a centre review or an awarding organisation appeal, there are three possible outcomes:

- Your original grade is **lowered**, so your final grade will be lower than the original grade you received.
- Your original grade is **confirmed**, so there is no change to your grade.
- Your original grade is **raised**, so your final grade will be higher than the original grade you received.

Once a finding has been made you cannot withdraw your request for a centre review or appeal. If your grade has been lowered, you will not be able to revert to the original grade you received on results day.

What will be checked during a Stage Two – Appeal to the Awarding Organisation?

You can ask the awarding organisation to check whether the centre made a **procedural error** - or whether the awarding organisation itself made an **administrative error**. You can also ask the awarding organisation to check whether the **academic judgement** of the centre was unreasonable, either in the selection of evidence or the determination of your grade.

How can I make an appeal?

You must have completed and received an outcome from a Stage One Centre Review before you can request an awarding organisation appeal. This is so the awarding organisation is certain that your grade is as the centre intended.

If after receiving the outcome of your Centre Review, you wish to make a Stage Two Appeal to the Awarding Organisation, you should complete the Stage Two Appeal to Awarding Organisation Form **available via the School Website – Exams Page**.

Your completed form and any related communications must be emailed from your **school account** to exams@dagenhampark.org.uk.

Appeals deadlines - when do I need to submit my request by?

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*A priority appeal is only for students applying to higher education who did not get their firm choice (i.e. the offer they accepted as their first choice) and want to appeal an A-Level or other Level 3 qualification result. You should inform your intended higher education provider that you have requested a centre review or appeal.			

Requests for a priority Stage Two appeal should be submitted **as soon as possible** and before **23 August 2021**. Non-priority Stage Two appeals should be submitted by **17 September 2021**.

Certificates and checking personal information

The provisional statement that you receive on results day is not a certificate. At present we expect to receive your official certificates for the June 2021 results, from the awarding bodies by 7th November 2021.

On results day, **please check** that your personal details (e.g. spelling of all names shown, date birth birth) are correct on your provisional results statement. Inform the Examinations Officer by emailing exams@dagenhampark.org.uk if there are any errors. If you notice an error after your certificate is issued in November, the awarding body will charge you a fee of approximately £43.00 to issue an amended certificate.

We will confirm how certificates are to be issued nearer the time via the School Website - Exams Information and email. You must ensure that you complete the 'Additional Email' and 'Contact Number' section of the Online Response Form, especially if you will no longer be at Dagenham Park Church of England School at this time.