

A Guide to Hall Mead School's Exceptional Appeals Process – GCSE Results 2021

When is GCSE Results' Day 2021?	Thursday 12 th August 2021 – 9.00 to 10:30 am
Where should students collect results from?	School Dining Room – A Block (new building)
Who should students speak to if they need post-16 destination advice?	Ms Witchalls (Career Advisor) kwitchalls@elatschools.co.uk Mr Cotier (Deputy Headteacher) pcotier@elatschools.co.uk
Can students appeal the GCSE grades which have been awarded by the school?	Yes. There are different processes for doing this which are explained below.

Stage One - School Review

Stage One - School Review
<ul style="list-style-type: none"> - This is the first stage of the appeals process in Summer 2021. - A Stage One Review will be conducted for students who wish to correct a perceived error on the grades awarded by the school.
Who can request a Stage One School Review?
<p>Any student can submit a request for a Stage One School Review on the grounds that the school has:</p> <ul style="list-style-type: none"> - failed to follow its procedures properly or consistently in arriving at that result, or - made an administrative error in relation to the result <p>The student should complete 'Appendix B - Student Request and Consent Form' to request a Stage One Review. Once completed, a copy of the form should be emailed to: exams@hallmeadschool.com / if completed on paper, please submit the form to Mr Cotier, who will be at school on Results' Day until 2 pm, or on 13th August between 9 am and 2 pm.</p>
Is there a deadline for requesting a Stage One School Review?
Yes. The deadline is: 3rd September 2021
What happens next?
<ul style="list-style-type: none"> - If the school finds that there <u>has</u> been a procedural or administrative error, the school will ask the exam board to amend the grade the student has been awarded. - If the school finds that there <u>has not been</u> a procedural or administrative error, but the student still disagrees with the result, the student can request a Stage Two Review; this is completed by the exam board. This <u>cannot</u> be requested until a Stage One Review has been completed by the school. - To request a Stage Two Review, the student must complete Appendix C: 'Stage Two – Appeal to Awarding Organisation' and email a copy to: exams@hallmeadschool.com. If completed on paper, please submit this to a senior member of staff in school. - The exam board deadline for receipt of a Stage Two Review is: 17th September 2021.

Stage Two Review – Appeals to the Awarding Organisation

Stage Two – Appeals to the Awarding Organisation
<ul style="list-style-type: none"> - This is the second stage of the appeals process in Summer 2021. - A Stage Two Review cannot be completed until a Stage One Review has been finalised.
Who can request a Stage Two Review?
<p>Any student who considers that there has been a procedural error, an administrative error or that their grade reflects an unreasonable exercise of academic judgement (either because of the way that the grade has been determined and/or the selection of the evidence), may submit a request for an awarding organisation appeal after they have received the outcome of their centre review and after the publication of results. Please refer to the full guidance for additional information.</p>
Is there a deadline for requesting a Stage Two Review?
Yes. The deadline is: 17th September 2021.
What happens next?
<ul style="list-style-type: none"> - To request a Stage Two Review, you must complete Appendix C: 'Stage Two – Appeal to Awarding Organisation' and email a copy to: exams@hallmeadschool.com . - If completed on paper, please submit this to a senior member of staff in school. - As a result of a Stage Two Review, the case will either be rejected (disallowed) or upheld (allowed) in whole or in part. - The fact that an appeal has been upheld (allowed) will not necessarily result in a grade change for the student. - If there is to be a grade amendment, the awarding organisation will report this to the school and the school will then share the outcome of the awarding organisation appeal with the student.

Exams Procedures – Review

Following the conclusion of a **Stage Two Review – Appeals to the Awarding Organisation**, if a student remains concerned the grade awarded is incorrect, they may be able to apply for a procedural review to the Exam Procedures Review Service (EPRS) from the relevant regulator. There are EPRS processes for Ofqual (England). The regulators will provide further details about the EPRS processes for Summer 2021 before the Results' Day. If you require details of this please email exams@hallmeadschool.com .

Appendix A - Awarding organisations contact details

Any queries on the appeals process should be directed to the relevant awarding organisation's Customer Services Team.

AQA

Centres should apply for a centre review grade change or an appeal using <https://aqasummer21.powerappsportals.com/>

OCR

Centres should apply for a centre review grade change or an appeal using OCR Interchange -

<https://interchange.ocr.org.uk/>

Pearson

Centres should apply to appeal and correct errors after results have been issued using EdexcelOnline -

<https://edexcelonline.pearson.com/>

WJEC

Centres should apply to appeal using WJEC's secure system - <https://portal-appeals.wjec.co.uk>

Full Joint Council for Qualifications guidance and regulations are available in pdf format from:

<https://www.jcq.org.uk/exams-office/appeals>



Appendix B - Student request and consent form

An interactive version of this form is provided separately should you wish to use it: [Optional Student Request Form for Centre Reviews and Appeals to Awarding Organisations](#).

Appendix B - Optional Student Request Form for Centre Reviews and Appeals to Awarding Organisations



Important information for students

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 back 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.

What will be checked during an awarding organisation appeal?

You can ask the awarding organisation to check whether the centre made a **procedural** or **administrative 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.

When do I need to submit my request?

You should submit a request for a centre review by 16 August 2021 for a priority appeal, or by 3 September 2021 for non-priority appeals.

Once you have received the outcome of your centre review, if you wish to request an awarding organisation appeal you should do so as soon as possible. Your school or college will submit this on your behalf. Requests for a priority appeal should be submitted by **23 August 2021** and requests for non-priority appeals should be submitted by **17 September 2021**. Priority appeals that aren't submitted to the awarding organisation by 23 August 2021 will still be treated as a priority but they may not be completed in time for those with a higher education place dependent on the outcome of the appeal.

What is a priority appeal?

A priority appeal is only for students applying to higher education who did not attain their first choice (i.e. the offer they accepted as their first choice) and wish 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.

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 One – Centre review template

A. Student request

This section is to be completed by the student. A request for a centre review must be submitted to the centre, not the awarding organisation. A centre review must be conducted before an appeal to the awarding organisation. This is so the awarding organisation is certain that your grade is as the centre intended.

Centre Name		Centre Number	
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Student Name		Candidate Number	
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Qualification title e.g. AQA GCSE English Language			
Teacher Assessed Grade issued			
Is this a priority appeal? <small>A priority appeal is only for students applying to higher education who did not attain their first choice and wish to appeal an A level or other Level 3 qualification result.</small>	<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes provide your UCAS personal ID e.g. 123-456-7890	

Grounds for centre review			
<small>Please tick one or both of the options if they apply to your request. If you don't think either apply, your centre will still conduct a review for administrative and procedural errors so the awarding organisation can be certain that your grade is as the centre intended.</small>			
Administrative Error by the centre <small>e.g. the wrong grade/mark was recorded against an item of evidence</small>	<input type="checkbox"/>	Procedural Error by the centre <small>e.g. a reasonable adjustment/ access arrangement was not provided for an eligible student</small>	<input type="checkbox"/>

Supporting evidence
<small>Please provide a short explanation of what you believe went wrong and how you think this has impacted your grade. There is a 5,000 character limit.</small>

Acknowledgement		
<p>I confirm that I am requesting a centre review for the qualification named above and that I have read and understood the information provided in the 'Important information for students' section above. In submitting this review, I am aware that:</p> <ul style="list-style-type: none"> • The outcome of the review may result in my grade remaining the same, being lowered or raised • The next stage (Stage Two, the appeal to awarding organisation) may only be requested once the centre review (Stage One) has been requested and concluded. 		
Student Name	Student Signature	Date

Appendix C: Stage Two – Appeal to awarding organisation

This section is to be completed by the student. An awarding organisation appeal must be submitted to the centre and the centre will then submit it to the awarding organisation

Grounds for appeal Please tick the grounds upon which you wish to appeal	
1. Administrative error by the awarding organisation	<input type="checkbox"/>
2. Procedural issue at the centre	
a. Procedural Error	<input type="checkbox"/>
b. Issues with access arrangements / reasonable adjustments and/or mitigating circumstances	<input type="checkbox"/>
3. Unreasonable exercise of academic judgement	
a. Selection of evidence	<input type="checkbox"/>
b. Determination of Teacher Assessed Grade	<input type="checkbox"/>

Evidence to support an appeal Please provide a short explanation of what you believe went wrong and how you think this has impacted your grade where that relates to your chosen ground for appeal. In some cases, you must provide a clear reason but it doesn't have to be lengthy.
1. Administrative error by the awarding organisation You must provide a clear explanation. There is a 5000-character limit.
2 (a) Procedural Error This is when the centre made a procedural error that has not been corrected at Stage One or the centre did not conduct its review properly and consistently. If you can, please add a further explanation below or alternatively refer to the information that you have already provided above. There is a 5000-character limit.

2 (b) Issues with access arrangements / reasonable adjustments and/or mitigating circumstances

You must provide a clear explanation of what you believe went wrong and how you think this has impacted on your grade. There is a 5000-character limit.

3 (a) Selection of evidence

You must provide a clear explanation of what you believe went wrong and how you think this has impacted on your grade. There is a 5000-character limit.

3 (b) Determination of the Teacher Assessed Grade

You can provide a short explanation of the reason for your appeal if you want to. There is a 5,000 character limit.

Acknowledgement

I confirm that I am requesting an appeal for the qualification named above and that I have read and understood the information provided in the 'Important information for students' section above.

I am aware that:

- The outcome of the appeal may result in my grade remaining the same, being lowered or raised
- I understand that there is no further opportunity to appeal to the awarding organisation and that the next stage would be to contact the regulator. The awarding organisation will include the next appropriate steps, where applicable, in their appeal outcome letter which you will receive from your school/college.

Student name

Student signature

Date

Appendix D – Stage Two evidence checklist

An interactive version of this form is provided separately, which includes an explanation of what the form is and how to use it if you wish to do so: [Optional Evidence Checklist for Student Appeals](#).

Evidence Checklist for Student Appeals



This is a checklist of the evidence that schools and colleges will be required to submit to the Awarding Organisation in the event of a student appeal to the Awarding Organisation on either procedural or academic judgement grounds. Centres may also find this evidence useful when conducting centre reviews.

We recommend that subject teachers and Heads of Department are asked to review the checklist once teacher assessed grades have been submitted to ensure that all documentation is complete, accurate and easily accessible to staff who will be completing centre reviews and submitting appeals. It may be helpful to note the name and location of relevant documentation so that it can be easily retrieved if needed during the centre review and appeals processes.

We also recommend that you submit the completed checklist along with all required evidence, when submitting an appeal to the Awarding Organisation. This may reduce the need for the Awarding Organisation to contact centre staff with queries about the evidence submitted.

Qualification Level:

Subject:

	The cohort assessment record (or equivalent centre documentation) including the following:	<i>If this is not contained in the assessment record, please identify the appropriate document that has the information. This will need to be submitted to the Awarding Organisation in the event of an appeal.</i>	<i>Explanatory notes</i>
<input type="checkbox"/>	The roles of the two members of staff who checked and confirmed the grades for this subject.		
<input type="checkbox"/>	The evidence selected for the cohort and an explanation of how the evidence has been used to support the determination of grades.		<i>The explanation should be sufficient to enable the Awarding Organisation to understand the approach to the determination of grades at a cohort level. It should specify, for example, if greater weight has been given to one or more assessments and how coverage of the assessment objectives has been achieved.</i>
<input type="checkbox"/>	Details of individual variations in the evidence selected for students within the cohort and a rationale for each variation.		<i>This should detail all cases where the selection of evidence for an individual student varies from that selected for the cohort, including variations required as a result of access arrangements, mitigating circumstances, disruption to teaching and learning, concerns about authenticity or because the student is a private candidate.</i>
<input type="checkbox"/>	Confirmation of any mitigating circumstances which have been considered for individual students, and an explanation of the way in which they have been considered.		

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<input type="checkbox"/>	Confirmation of any access arrangements or reasonable adjustments agreed for individual students, and an explanation of the way in which any failure to provide agreed access arrangements or reasonable adjustments has been considered.		
	Additional documentation	<i>Please indicate what documentation is available and its location.</i>	<i>When submitting an appeal to the awarding organisation, you need only upload this documentation for the student who has requested the appeal.</i>
<input type="checkbox"/>	Any available additional records relating to the evidence selection for private candidates included in the cohort.		<i>For example, any supporting documentation provided by a third party involved in the grading decision.</i>
<input type="checkbox"/>	Any available correspondence or records of discussions with students or parents about concerns related to the grading process.		<i>Teachers are not expected to document all conversations about student or parental concerns, but records that are available should be submitted to the Awarding Organisation in the event of an appeal.</i>
<input type="checkbox"/>	A copy of information shared with the student about the evidence selected, and marks or grades awarded for each item of evidence.		
<input type="checkbox"/>	Details of any procedural or administrative errors which have come to light since the original submission of teacher assessed grades, and confirmation of action taken to address these.		
	Student performance evidence	<i>Please indicate what documentation is available and its location.</i>	<i>When submitting an appeal to the awarding organisation, you need only upload this documentation for the student who has requested the appeal.</i>
<input type="checkbox"/>	All available student evidence which has been used in determining the grade.		
	Centre review documentation	<i>Please indicate what documentation is available and its location.</i>	<i>When submitting an appeal to the awarding organisation, you need only upload this documentation for the student who has requested the appeal.</i>
<input type="checkbox"/>	A copy of the student's request for a centre review and a copy of the centre's response.		<i>If any procedural or administrative errors were identified by the centre, the response to the student should make it clear what action has been taken as a result.</i>

Appendix E - Guidance for centres on changing grades following the issue of results

You may discover, following the issue of results, that an error has occurred which has resulted in a student receiving a higher or lower grade than they should have received. This error could impact a student who has requested a centre review and/or other students who have not requested reviews.

Awarding organisations will consider requests from centres to correct errors on the basis of the explanation you provide setting out why you believe the grade should be changed. You must only request that a grade be changed if the original grade was incorrect as a result of an administrative or procedural error on the part of the centre.

Correcting grades for students who have requested a centre review

Students who request a centre review will have been made aware that their grade could be confirmed, raised or lowered as a result of the review and will have given their consent for the review to take place. Therefore, if you discover that the grade awarded to the student who has requested the review is incorrect, you should generally request that the grade be corrected. You should submit a centre error correction request to the awarding organisation and the awarding organisation will make the final decision as to whether the grade should be changed, after reviewing the explanation that you have provided. Your explanation should include information about any adverse effect that a decision to lower a grade would have on the student, for example if they have been accepted in a further or higher education based on the higher grade.

Correcting grades for students who have not requested a review

Where you discover that the error has led to other students receiving grades that are incorrect, you should consider whether it is appropriate to correct the grades for these students too. In most cases, it will be appropriate to correct the grade in order to ensure that all students receive final grades which accurately reflect their performance. Allowing incorrect grades to stand could also have an adverse impact on employers or educational institutions who rely on the grade in future as well as on the student, if for example they progress on to a course they were not equipped for.

However, if you find that a student who has not requested a centre review has received a grade which is too high, you should also consider the adverse impact that lowering the grade may have on the student concerned before deciding whether to request that the grade be lowered. In some cases, you may feel that the benefit of correcting the incorrect result is outweighed by the adverse impact on the student.

This may be the case where the error is a relatively minor one (for example where the student was considered to be performing at the borderline between two grades) and the adverse impact on the student of correcting the result would be severe (for example where the student has already relied on the original grade to make decisions about their progression).

You should also consider whether the student's own actions, including malpractice, have contributed to the awarding of an incorrect grade. Where the student has been found to have committed malpractice, you should always correct the grade and report the malpractice to the awarding organisation.

If having reviewed these factors you consider that the grade should be lowered, you should submit a centre error correction request to the awarding organisation. The awarding organisation will review the case before making the final decision as to whether the grade should be changed. You should therefore ensure that the explanation you provide to the awarding organisation along with your request includes as much detail as possible about the adverse impact that a decision to lower the grade would have on the student and any other relevant factors that you have identified during your consideration.

FULL Hall Mead School Exceptional Appeals Process for GCSE Results Summer 2021

This guidance sets out the exceptional appeals process for results issued summer 2021 GCSE.

The appeals process for summer 2021 allows students to appeal their grade where they believe there has been an error. They must first ask their centre, Hall Mead School, to review whether an administrative or procedural error has been made. The JCQ student guidance for appeals will be found at <https://www.jcq.org.uk/summer-2021-arrangements/> ahead of results day.

If Hall Mead School identifies an error with the grade submitted to the awarding organisation it must submit a revised grade with rationale for the grade change to the awarding organisation. If the awarding organisation is satisfied with the rationale presented by Hall Mead School and considers it is appropriate to correct the result, it will issue a revised grade.

Where Hall Mead School does not believe that an error has been made but a student disagrees, the student may ask Hall Mead School to submit an appeal to the awarding organisation on their behalf. Hall Mead School **must** submit the student's appeal, if requested and must provide the full required supporting evidence.

Depending on the grounds of the appeal, the awarding organisation will consider:

- whether the grade reflects an unreasonable exercise of academic judgement
- and/or whether Hall Mead School followed its procedures properly and consistently in arriving at the student's result or in conducting its review
- and/or whether the awarding organisation made an administrative error.

Hall Mead School will retain all evidence and records on which a student's grade is based securely in the exam secure storage, including copies of work. Any marks are retained in SIMs to ensure data security. **Any evidence produced after 24 March 2021 must be retained by Hall Mead School.**

We will retain any information about a student's access arrangements or reasonable adjustments. Mitigating circumstances affecting performance in an assessment, which has been considered during the process of determining a student's grade is recorded on an Individual Variation Form.

Stage One - Centre Procedural and Administrative Errors Reviews

Procedural and administrative checks may take place before or after results have been issued when they are prompted by a centre's own quality assurance processes. In cases where a student raises an issue that hasn't been considered in checks conducted in advance of results day, then this new issue will be considered by Hall Mead School.

Any student may submit a request for a centre review on the grounds that Hall Mead School has:

- Failed to follow its procedures properly or consistently in arriving at that result or
- Made an administrative error in relation to the result.

Requests for appeals on the grounds of academic judgement (unreasonableness) will only be considered by awarding organisations, at Stage Two, and not by the centre. In these cases, an initial centre review **must** be completed to ensure that no procedural or administrative error has been made. Hall Mead School should not review its academic judgements during this review stage.

To decide whether to request a review, students need to look at the Hall Mead School's documents that explain the process followed. This must include:

- Hall Mead School Exams policy for 2021
- Sources of evidence used to determine the student's grade, along with the marks/grades associated with them
- Details of variations in evidence used based on disruption to what student was taught
- Details of any special circumstances that have been considered in determining their grade, e.g. access arrangements/reasonable adjustments/mitigating circumstances.

A centre review must be completed and an outcome reported to the student before a Stage Two appeal can be submitted to the awarding organisation. Any appeals submitted to an awarding organisation where this has not happened, will be rejected by the awarding organisation and a new application will need to be submitted once the Stage One review has been completed.

Requests for a centre review must be made directly to Hall Mead School which submitted the grade(s) by **3 September 2021**. Centre reviews which are not submitted by these dates may lead to appeals not being completed in time for those with a higher education place dependent on the outcome of the appeal.

If after results day an error is identified that has impacted a student who has not submitted an appeal we will follow guidance in **Appendix D**. Students in these circumstances have a right of appeal against the grade change.

Hall Mead School uses the details of how to inform each awarding organisation of a procedural or administrative error which are in **Appendix A**.

Appendix B is used to ensure prompt review of Stage One requests; the consent form **must** be completed by the student before a Stage One review can take place.

Hall Mead School will keep a record of all review applications received and the outcomes of these reviews. A student may submit a request for a review but subsequently decide they wish to withdraw it. They should be allowed to do so as long as no finding has been made. A centre review application cannot be withdrawn once a finding has been made.

An example of a centre administrative error is the transposing of grades for students with similar names. Such factual errors should be easy to identify and determine.

In cases where there has been a procedural failure or administrative error, Hall Mead School will decide whether this affected the grade submitted to the awarding organisation. The resulting outcome may be that the grade is raised, stays the same or is lowered, depending on the impact of the error or failure.

Once we have considered the review and determined if a grade change is necessary due to a procedural failure or administrative error we will report the outcome either to the student who submitted the review (if the grade has not changed) or to the awarding organisation to request a change to the grade.

The decision made will be fed back to the student using the form, Appendix B

Stage Two – appeals to the awarding organisation

Any student who considers that there has been a procedural error, an administrative error or that their grade reflects an unreasonable exercise of academic judgement (either because of the way that the grade has been determined and/or the selection of the evidence) may submit a request for an awarding organisation appeal **after they have received the outcome of their centre review and after the publication of results**. An appeal can only be made against a result issued. All requests for an appeal must be made directly to Hall Mead School which submitted the grade and must be received by the awarding organisation by **17 September 2021** for non-priority appeals.

Hall Mead School will accept and submit a request for an appeal from a student using **Appendix C**. The appeal submission should include the outcome of the initial centre review showing Hall Mead School's own findings when considering the student's concerns.

Appeals cannot be made to an awarding organisation until Hall Mead School's review has been completed. Any submitted where this is not the case will be rejected by the awarding organisation and a new application will need to be submitted after Hall Mead School review has concluded.

The named contact at Hall Mead School for awarding organisations to liaise with is about Stage Two appeals is Paul

Details of how to submit appeals are included in **Appendix A**. The information the awarding organisation will require when a student appeal is submitted includes:

- what they consider Hall Mead School failed to do, why that was a failure to follow Hall Mead's procedures, and why that failure was important to the determination of the Teacher Assessed Grade
- in what way they consider the awarding organisation made an administrative error, and what difference it made to the determination of the Teacher Assessed Grade

If the candidate is dissatisfied with the outcome of Hall Mead School review into an alleged administrative error by Hall Mead, the candidate should appeal on the basis that Hall Mead School has failed to follow the review procedure properly or consistently. Once we have submitted the appeal to the awarding organisation we will this to the student. When an application for an appeal is received, the awarding organisation will decide whether it will be accepted for evaluation or not. The decision whether to accept the application for an appeal is based on:

- whether the grounds of appeal are within the remit of the appeals process
- whether a centre review has been completed
- the timing of the application in relation to the published deadlines for submitting appeals
- if the student has confirmed that they consent to their grade being raised, lowered or staying the same.

If an application for an appeal is not accepted, the reason(s) for this will be given.

A student may submit a request for an appeal but subsequently decide they wish to withdraw it. Awarding organisations will accept requests for appeals to be withdrawn as long as no finding has been made. An application for an awarding organisation appeal cannot be withdrawn once a finding has been made.

The Ofqual document Guidance for the General Qualifications Alternative Awarding Framework sets out that an appeal is 'not an investigation by the awarding organisation but an evaluation of the student's result in light of the grounds of appeal'. This document may be found at:

<https://www.gov.uk/government/publications/general-qualifications-alternative-awarding-framework>

Where an appeal is made on the grounds of an unreasonable exercise of academic judgement the awarding organisation will use Ofqual's guidance which sets out that the starting point is the Teacher Assessed Grade itself and not any alternative grade put forward as part of the appeal. Therefore, the focus of any appeal will be on whether the Teacher Assessed Grade was unreasonable and not that any other grade or mark would have been reasonable. As the Teacher Assessed Grade is holistic in nature, the awarding organisation's independent reviewer will take a similarly holistic approach to their decision-making. The purpose of the independent review is not to review the marking of individual assessments.

Where the appeal concerns the selection of evidence, the academic decision will be considered in the context of Hall Mead School's procedure. Where this sets a starting point that the same evidence will be used for all students in a cohort, the relevant question will usually be whether an academic decision to depart from, or not to depart from, the starting point in respect of the particular student was unreasonable.

Depending on the grounds submitted by the student (procedural/administrative, unreasonableness of academic judgement or both), the awarding organisation may assign the appeal for evaluation either to a member of their staff and/or to an independent reviewer.

For appeals on multiple grounds, it is possible that one ground (e.g. a procedural error) could identify an error that impacts the reported Teacher Assessed Grade. The result of this could then be overridden by a second ground of appeal (e.g. the unreasonableness of the Teacher Assessed Grade). An appeal outcome will therefore only be reported when all submitted grounds have been evaluated. It is also possible that the awarding organisation could identify that the grade awarded was not correct on grounds other than the grounds upon which the appeal was submitted. Where this is the case, the awarding organisation will take the appropriate action to correct the grade.

As a result of the appeal, the case will either be rejected or upheld in whole or in part. The fact that an appeal has been upheld will not necessarily result in a grade change for the student.

Where the awarding organisation identifies a procedural error or finds alternative evidence should have been included in the range of evidence and that this may have impacted the Teacher Assessed Grade, they will report these findings to Hall Mead School and direct them to review the Teacher Assessed Grade. Hall Mead School must then inform the awarding organisation if it believes there should be a change to the grade. An awarding organisation may impose a change to the grade.

Following final quality assurance checks, where it considers it appropriate to do so, the awarding organisation will make the grade amendment and report the outcome of the appeal, with reasons for its decision, to Hall Mead School.

Where an unreasonable exercise of academic judgement is identified by the awarding organisation, the independent reviewer will determine the alternative grade. The awarding organisation will then report the revised grade and outcome of the appeal, with reasons, to Hall Mead School. It is for Hall Mead School to share the outcome of the awarding organisation appeal, and where appropriate the next stage of the process, with the student promptly.

Exam Procedures Review Service

Following the conclusion of the awarding organisation's appeal process, a student who remains concerned their grade was incorrect may be able to apply for a procedural review to the Exam Procedures Review Service (EPRS) from the relevant regulator. There are EPRS processes for Ofqual (England) and Qualification Wales. The regulators will provide further details about the EPRS processes for summer 2021 before results days this summer.

Key dates for non-priority appeals

GCSE results	12 August 2021
From result day to 3 September 2021	Window for students to request a centre review
From result day to 10 September 2021	Centres conduct centre reviews
From result day to 17 September 2021	Centres submit appeals to awarding organisations