

Thornhill College

Review Policy

Summer 2020 Centre Assessment Grade/s



GCSE, AS and A Level Qualifications

Background

As a result of the current COVID-19 pandemic, the decision was taken by the Education Minister Peter Weir on 19 March to cancel GCSE, AS and A Level examinations this summer. On 16 April, he announced that students will receive GCSE, AS and A level qualification grades this summer from the school, acting as the centre for assessing grades, using a combination of:

- Teacher estimated grades; and
- Standardised statistical data modelling, set by the Awarding Organisation.

In Thornhill College, each Head of Department, in consultation with class teachers and members of the School's Senior Leadership Team (SLT), as applicable, applied a rigorous process to arrive at each pupil's Centre Assessment Grade. The guidance from each Awarding Organisation was strictly adhered to and incorporated a statistical calculation to account for pupil prior performance and the application of professional holistic judgement. This approach was in keeping with the Head of Centre Guidance released by the Awarding Organisations. The CCEA document "Awarding for GCSE, AS and A Level Qualifications Summer 2020" stated that:

'The centre assessment grades must reflect a fair, reasonable and carefully considered judgement of the most likely grade a student would have achieved if they had sat their exams this summer and completed any coursework, controlled assessment or other assessments required by the qualification. Heads of Centre should emphasise the need for judgements to be objective and fair.'

Centre Assessment Grades were submitted to one of four awarding organisations for GCSE, AS and/or A level qualifications, as applicable:

- AQA Education (AQA)
- Council for the Curriculum, Examinations and Assessment (CCEA)
- Pearson Education Ltd. (Pearson)
- WJEC-CBAC Ltd. (WJEC)

The Decisions Report published by CCEA on 23 June 2020, entitled "Consultation on an appeals process for Summer 2020 awarding of GCSE, AS and A level qualifications offered by CCEA Awarding Organisation" (Version 1), stipulated the regulatory requirement that:

'CCEA AO must require centres to operate an internal process whereby a student can challenge the centre's decision'.

Therefore, Thornhill College as an Assessment Centre, in compliance with the above CCEA Regulation, has established an internal process which can be accessed by our students to challenge the Centre's decision on grades awarded, the details of which are set out overleaf.

Procedure to request review of Centre Assessment Grade/s awarded Summer 2020

Reviews in respect of GCSE, AS and A Level Qualifications

Overview

An Independent Panel has been instituted to review all Summer 2020 Centre Assessment Grades for the above qualifications, upon formal request. The Panel will comprise three voting members: the Principal, a member of the School's Senior Leadership Team (SLT) who has had no previous involvement the case/s under review and a member of the Board of Governors

Objective

The objective of this procedure is to ensure that Thornhill College operates in an open and transparent manner which enables all our examination candidates, upon request, to gain access to:

- ◆ the Centre Assessment Grade awarded to them;
- ◆ all comments recorded by the centre relating to their Centre Assessment Grade; and
- ◆ the final grade awarded to the candidate by the Awarding Organisation.

All pupils will be informed of the existence of the Procedure to formally request a review of examination grade/s through the School's website.

Procedure

Formal Request for a Review of Assessment Grade/s

- 1.1 All requests for a review of the Centre Assessment Grade must be made in writing by a Parent/Guardian, on behalf of the student, to the Examinations Officer.
- 1.2 In the event a Parent/Guardian requests a formal review of more than one subject grade, a separate request must be made in writing for each subject in accordance with the guidance set out under 1.3 below.
- 1.3 Formal requests for a review of each Assessment Grade must include the following information:
 - a. Name and examination number of the pupil
 - b. Title of subject and level of award
 - c. A full description of the reason/s for appeal.
- 1.4 Formal requests to review Assessment Grades for Summer 2020 must be submitted, on behalf of pupils, within the stipulated timeframes for the following categories of examination:

- For A Level candidates – formal requests must be submitted in writing from Thursday 13th August up to but not later than 12.00pm on Wednesday 19th August.
- For AS and GCSE candidates – formal requests must be submitted in writing from Thursday 20th August up to but not later than 12.00pm on Wednesday 26th August.

It must be stressed that late submissions will not be considered.

Investigatory Process

- 2.1 Upon receipt of a formal request to review an Assessment Grade, the Examinations Officer will carry out an initial investigation into the request. This will be undertaken in conjunction with the Head of Department, from the subject area at which the review is directed and an appropriate member of the School's Senior Leadership Team (SLT).

It should be highlighted that any member identified to assist at the investigatory stage will be totally independent in that s/he will not have fulfilled the role as teacher to the student in question.

- 2.2 Following a thorough and impartial investigation of the request for review, the Examinations Officer will submit a report of the findings of the investigation to the Independent Panel.

Determining the Outcome of the Review

- 3.1 Upon receipt, the Independent Panel will meet to review the investigatory process and outcome, the constituent elements of which are set out overleaf and reach a determination on the outcome of the review.

- 3.2 The outcome of the review will be communicated in writing to the Parent/Guardian by the Chair of the Independent Panel no later than:

- 10 working days of receipt of an A Level request.
- 20 working days of receipt of AS and GCSE requests.

- 3.3 Should the determination of the Independent Panel result in a change to the Centre Assessment Grade, the School, as a matter of course, will inform the appropriate Awarding Organisation (AO) at the same time the parent/guardian of the student is informed.

- 3.4 There is no further right of appeal through the Centre for Assessment/Thornhill College.

Review of Centre Assessment Grade/s awarded Summer 2020

Pupil Name: _____

Pupil Exam No.: _____

Subject: _____

Level: A Level / AS Level/ GCSE

Centre Assessment Grade: _____

AO Grade Awarded: _____

AO: AQA/CCEA/Pearson/WJEC
(Please delete as appropriate)

Review Factors

Statistical Process

Was the data used:

1. Reliable Yes No

Please specify data type(s) used:

2. Accurate Yes No

3. Consistently applied across all pupils within the same subject award Yes No

Holistic Judgement

Please tick other factors included in deliberations.

Please insert n/a if these factors were not applicable to this pupil:

- Access Arrangement(s)
- Special Consideration
- Resit(s) Entry

Please attach the written record of the reasons for which the Centre Assessment Grade has been arrived at.

Please add any other relevant information to this application:

In your professional judgement do you consider the Centre Assessment Grade awarded to be a true reflection of the grade that would have been achieved had the pupil sat their examination under normal circumstances. Yes No

Signed: _____ Dated: _____

Position within School (i.e. EO)

Co Signed: _____ Dated: _____

Position within School (i.e. respective HOD)

Co Signed: _____ Dated: _____

Positions within School (i.e. member of SLT)