

9th July 2021

Jennifer Best
UKAT Executive Principal
Deputy CEO

Brompton Academy
Marlborough Road
Gillingham
Kent
ME7 5HT

T : 01634 852341
E : office@bromptonacademy.org.uk
W : www.bromptonacademy.org.uk

A University of Kent Academies Trust School

Dear Parent, Carer and Student

RE: Teacher Assessment Grade

Following our letter dated the 11th March 2021 regarding the Ofqual guidance on awarding GCSE grades, I am writing to update you on the TAG (Teacher Assessment Grade) process this year. I am pleased to confirm the Academy has now completed the process for submitting all GCSE grades to exam boards. Please find further information below regarding how grades have been derived along with the appeals process in place this summer.

How were my/my child's grades arrived at this year?

Grades this summer were based on Teacher Assessed Grades (TAGs). TAGs were based on a holistic approach using the following evidence:

- Mini Assessments – completed in May 2021
- Year 11 Teacher Working at Grade – based on classwork and assessments in lessons
- Year 11 November Mock Grade – completed in November 2020
- Year 10 Tracking Grade – completed in March 2020
- Year 9 End of Year Grade – completed in June 2019

Following a rigorous process of assessment, moderation and quality assurance, these grades were then submitted to the relevant exam boards for external quality assurance checks. This year no grades have been changed as a result of an algorithm.

What do I do if I'm not happy with my/my child's grade?

All students have the opportunity to appeal their grade if they meet the eligibility criteria (see below). **It is important to note that an appeal may result in a grade being lowered, staying the same, or going up.** Therefore, if a student puts in an appeal and their grade is lowered, they will receive the lower grade.

There is also the option to re-sit GCSEs in the autumn, which may be preferable to some students. The design, content and assessment of these papers will be the same as in a normal year.

What are the two stages of an appeal?

- **Stage One – Centre Review**

All appeals must first go through a **centre review**. The grounds of these appeals are as follows:

- **Administrative error** - an example of this would be putting the wrong information into a spreadsheet.
- **Procedural error** - this means we haven't properly followed our own process, as approved by the exam board. An example of this would be where you've been told you should have received extra time for assessments which did not take place.

If you would like to request a centre review, please speak to the members of staff available on the results day or use the following link to complete the appeal request form:

<https://forms.office.com/Pages/ResponsePage.aspx?id=olwv4-PvvUiJwTnuKisT4TodxgbdWZKvcNp1NO4k9JUNFMzMVhaR09NVIBKN0xaQzFFU0IZSTNSMS4u>

Once we receive any submitted requests, we will check for any administrative errors, and check that our policies and procedures were followed correctly. Our policy (which is available on our website) has already been approved by the exam boards, so we will check to ensure that this was followed properly throughout the TAG process.

The outcome of the centre review will be communicated to students when made. At the centre review stage, if we find that a grade should go up or down, we will ask the exam board to change it. They will then consider this request.

- **Stage Two – Appeal to the Awarding Organisation**

Following the outcome of a centre review, students may still choose to pursue an **awarding organisation appeal**. The grounds of these appeals are as follows:

- **Academic judgement on the selection of evidence was unreasonable** - you think the evidence used to grade you was not reasonable.
- **Academic judgement on the grade you were given was unreasonable** – you think that the evidence used was reasonable but the grade awarded is not reflective of this evidence. Because of the flexibility of the approach this year, every school and college will have used different forms of evidence. This also means that the independent reviewers will **not** remark or grade students' evidence. Instead, they will look to see whether any teacher acting reasonably could have arrived at the same grade.

A stage two review can only take place after stage one. Therefore, the appeal email outcome from stage one will include the stage two appeal link. Once we receive this form back, we will then send this to the exam board on your behalf. Please note, students and parents/carers cannot send appeals directly to the exam boards - it must come from the centre. Once we receive the outcome of the appeal from the awarding body we will communicate this to you.



You know my/my child's grades. Why are you unable to tell us?

We are forbidden from disclosing the Teacher Assessed Grades to any third party, including students and parents/carers, until results day. Any teacher or member of staff who does this is committing exam malpractice. Although students may have been given marks or grades on single pieces of evidence, we are not allowed to disclose the final submitted TAG.

Dates for the Appeals Process

Once students receive their GCSE grades on Thursday 12th August 2021, they will be able to discuss any concerns and decide if they would like to make an appeal. It is recommended that requests for centre reviews are made by candidates to the centre by **Friday 3rd September 2021**. This will enable the Academy to carry out the appropriate steps to review appeal requests and meet the deadlines to submit any further appeals to awarding organisations.

We will write to you again next week to outline the timings and arrangements for the GCSE results day in August. Thank you for your ongoing support and patience in what has been an exceptionally challenging year. Please do not hesitate to contact us at the Academy if you have any questions in the meantime.

Yours sincerely,



Dan Greenwood

Assistant Principal



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