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Dear Parents

Exam Grading update (3)

We are fast approaching the end of this half term and the final day in school for Y11 and Y13 students, i.e. Friday 28 May. The students have worked very hard since Easter as they have prepared for and sat a number of assessments as part of the process of assigning centre assessed grades. This letter outlines some additional information focusing on:

- Results days for your diary
- Evidence base for assigning grades
- Appeals process

You will be aware from my previous letters that the deadline for the school to submit grades to the exam boards is Friday 18 June and that we need to be cognisant of, but not constrained by, historical performance between 2017-19.

Results days for Y11, 12 and 13 students

Y12 and 13: Tuesday 10 August

Y11: Thursday 12 August

I will write again to confirm the actual arrangements for collection of grades on each day but we are hopeful that this will be in person at school.

Evidence for assigning grades

As you are aware, this year grades are assigned based on 'performance not potential' therefore there needs to be a secure evidence base to support the final grades. We have not been able to hold end of year (Y10/12) exams last summer nor have we had the opportunity to hold Y11/13 mock exams this academic year; both would have provided a significant evidence base.

In responding to this situation, we have outlined our approach of intermittent Assessment Weeks (A, B and C). The evidence from these assessments will play a significant part in forming grades but we will also use evidence from the 2020 autumn term (September - December), where possible, including:

1. Assessments sat in late September/early October
 - a. All Y11 and Y13 students sat subject-based assessments on content taught from September 2019 to March 2020 on their return to school in September 2020
2. Additional assessment information at subject level that we feel is sufficiently robust and reliable
 - a. This will inevitably vary from subject to subject



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The aim throughout is to ensure that the same evidence base can be used for all students in a subject cohort in the interests of fairness and equity. We are also committed to ensuring that each student receives a grade that reflects the quality of work produced by them.

Appeals process

One aspect of this whole process that I have yet to touch upon is the appeals process.

In the event that a student receives a grade that they feel should be higher they (and you) can consider an appeal. There are three stages to the summer 2021 appeals process:

1. Stage 1: centre (school) review
 - 1.1. The first stage of the process is referred to as a centre (school) review
 - 1.2. If a student does not consider that they have been issued with the correct grade, they can ask the school to check if an administrative or procedural error has occurred
 - 1.3. Students and parents need to be aware that following a review the grade could go down, up or stay the same
 - 1.4. If we find that an error has occurred, we will submit a request to the relevant exam board to correct the error and amend the grade

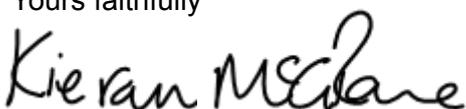
2. Stage 2: appeal to the exam board
 - 2.1. The second stage of the process is an appeal to the exam board (submitted by the school on the student's behalf).
 - 2.2. An appeal should be submitted if the student considers any of the following apply:
 - 2.2.1. the school did not follow its own policy
 - 2.2.2. the school did not undertake internal quality assurance processes
 - 2.2.3. the school did not allow access arrangements
 - 2.2.4. the school did not exercise reasonable academic judgement in the selection of evidence or the determination of the grade
 - 2.3. Students and parents need to be aware that following a review the grade could go down, up or stay the same

3. Stage 3: Ofqual Exam Procedures Review Service
 - 3.1. If the student or school considers that the exam board has made a procedural error, they can apply to Ofqual's Exam Procedures Review Services (EPRS) to review the process undertaken by them.

We will have a clear process in place for managing appeal requests at both Stage 1 and Stage 2. This information and relevant paperwork/links to appeals forms will be shared with students in the information they receive on results day.

I trust the information is clear and easy to understand, however, should you have any questions please feel free to email phs@ponthigh.org.uk in the first instance and someone will respond promptly to your query.

Yours faithfully



Kieran McGrane
Headteacher