



10.07.2020

Dear...

We understand that this has been an unusual and worrying time for students and parents in the absence of students being able to sit their exams as planned. As you are aware, our teaching staff have been extremely busy assessing student's Centre Assessed Grades for submission to the exam boards.

Exam Results Collection 20.08.2020

To collect your GCSE exam results this year you will need to book an appointment to come into the college to collect your results. We will be offering a 10minute time slot where you can meet with a member of staff to go through your results and to discuss or confirm your post 16 intentions.

We will be offering these time slots between 9am - 11am on 20th August. Please contact the college to arrange an appointment.

If you are unable to attend the college to collect your results please write to us giving us your permission and provide an appropriate email address so that we can send you a digital copy of your results.

Appeals Process

Ofqual and the exam boards have agreed by consultation the following appeals processes, which will supersede the usual appeals requests:

1. A centre may appeal to the exam board if it believes the centre itself made an error when submitting a centre assessment grade or rank order information; or similarly, if it believes an exam board made a mistake when calculating, assigning or communicating a grade. We expect that any mistakes will be quickly found and corrected.
2. If students or others have concerns about bias, discrimination or any other factor that suggests that a centre did not behave with care or integrity when determining the centre assessment grade and/or rank order information they should normally raise these concerns with their centre, in the first instance.

In some cases, where there is evidence of serious malpractice on the part of the centre, it may be appropriate to bring those concerns directly to the exam board in the first instance. Where there is evidence, we require exam boards to investigate allegations as potential malpractice or

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maladministration. The exam boards expect such allegations to be rare, but this is an important safeguard for students and their overall confidence in this year's grading arrangements.



Please consider your final grades carefully, comparing your previous attainment in the assessment snapshots previously made available to you and your target grades which were calculated from your KS2 Scores.

Should you believe that you have grounds to appeal due to the reasons set out above please write immediately, detailing your reasons for appeal and make clear which subjects grade you are appealing and send to the Exams Officer at exams@utcplymouth.org

Planned additional Autumn Exam series

An important feature of the overall arrangements this summer is the planned additional exam series in the autumn. Exam boards should offer the full suite of exams, with the same number and format of exams as in any normal series. This offers an important opportunity for students unable to receive a calculated grade, and others seeking to improve their grade, to take exams.

Please carefully consider if you wish to be entered for the Autumn Series, dates to be confirmed, and if required, we ask you to write to the Exams Officer at exams@utcplymouth.org indicating which subject/s you wish to take, for the reasons explained above.

Should you have any queries or need assistance regarding your next steps please contact exams@utcplymouth.org and we endeavour to assist you. You may also contact your child's tutor as always.

I wish you every success for your future.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jo Ware', written over a horizontal line.

Jo Ware
Head of School
UTC PLYMOUTH

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