



13th August 2020

Dear Year 11 Students, Parents and Carers,

As we await the publication of your GCSE results next week, it is only natural that some of you may feel a little nervous and apprehensive about the next stage of your education. With this in mind, it is important to understand the processes that have been implemented to award grades this summer and what options are available to you moving forward.

On 20th August, the GCSE results will be published and, as promised in our last communication, this letter sets out all the information students will need regarding Results Day and the processes related to awarding Centre Assessed Grades (CAGs). In addition, it explains the review protocols for this year.

As you will be aware, changes to the results and appeals processes were announced yesterday, 12th August 2020; however, we have not yet received the details of how these are to be implemented. With that in mind, we have added what we know at this stage, but it is possible that when we receive further details over the next couple of weeks that we will have to tweak what we are doing. If that is the case, we will inform you.

The COVID-19 pandemic has, as you will be acutely aware, affected the way A Levels and GCSEs are awarded this year and it has, similarly, affected the procedures associated with receiving the results.

GCSE grades have been awarded by exam boards this summer through a methodology set by the exam regulator, Ofqual Centres (schools) were asked to send exam boards two pieces of information for each subject. These were to be solely based on existing evidence:

- Centre Assessed Grades – the grades centres believed students were most likely to achieve in their examinations.
- Rank Orders – within each subject, the order of students, by performance, for each grade.

Once the exam boards received the CAGs from centres, a standardisation system was applied which considered a school's results over time, students' prior attainment and national subject performance in previous years to determine whether the CAGs submitted were more generous or severe than predicted. The process also allowed for the standardisation of grades across schools to ensure that results were aligned across the cohort nationally. The choice to standardise at exam board level was in the interests of fairness, ensuring that grade distributions in summer 2020, at a national level, were broadly in line with previous years.

Due to this process, centres may experience some adjustments to their Centre Assessed Grades. The extent of any difference a centre might experience may vary between subjects because standardisation was conducted at subject level, not at centre level.

In order to ensure that the Centre Assessed Grades awarded to our students were an accurate reflection of their achievements and what we believed students were most likely to achieve in their examinations, we applied a rigorous methodology for awarding grades in each subject as well as internal quality assurance processes.

Please find a summary of the methodology attached.

Results Day:

Regretfully, due to the restrictions imposed by the government about the gathering of large groups of people, preparing, handling and handing out statements of results safely, and ensuring that all students are able to access results at the same time, we are unable to invite students into school to pick up their results in person this year.

Instead, Year 11 students will receive their statement of results via email from 9am on Thursday 20th August.

Please be aware, students were asked to provide us with a personal email address (not their school account) in July, which will be used for all communications moving forward and for the statement of results. If students have not provided us with a personal email address by 14th August, the statement of results will be sent home via post and will therefore not arrive until after 20th August. (Please refer to the 'Action Required' letter posted to all students 22nd July 2020).

If students are concerned about their progression onto college, we advise contacting the college directly with any questions.

Woking College	01483 761 036
Godalming College	01483 423 526
Farnborough Sixth Form College	01252 405 555
Gordon's School	01276 858 084
Fullbrook Sixth	01932 349 301
Saint John the Baptist School	01483 729 343
Brooklands College	01932 797 700
Merrist Wood College	01483 884 000
Farnham College	01252 716 988

The National Careers Service will again be delivering the Exam Results Helpline during August this year. Young people or their parents can contact the helpline on 0800 100 900 to speak to a professionally qualified careers adviser if they need advice on their next steps. The helpline will be open from 8 am to 10 pm from Thursday 13 August until Friday 28 August. After these dates, young people will be able to access ongoing support from the National Careers Service at any time by calling 0800 100 900, visiting the [National Careers Service website](#) or searching for the National Careers Service on Facebook and Twitter.

If students wish to discuss concerns with us, having already spoken to their prospective college, they will be able to meet with a member of SLT on the 21st August by making an appointment via Ms Mercer – amercer@wokinghigh.surrey.sch.uk to discuss their concerns.

Teachers are prohibited from discussing the Centre Assessed Grades, any requests for these have to be done through the Exams Officer, Mrs Bostock, by filling in and submitting [Form 1](#) between 31st August and 7th September.

Internal Review (Appeals):

It is important to understand that the review process is very different this year as students will have the opportunity to sit the exam in November to achieve a higher grade than the one awarded by the exam board. Ofqual has decided, as a result of their consultation, that students cannot appeal their grade or challenge the methodology a centre has used to determine students' grades (Please see Ofqual's guidance attached).

Students can ask a centre to:

- Check for administrative errors when the centre input data or when the board communicated results.
- Check if the method used by the centre to determine grades was applied correctly.

- Investigate concerns regarding bias or discrimination against them in determining their grade. This type of concern must be supported by evidence.
- Appeal to have a validated mock result used instead of the grade awarded by the exam board. (Please be aware that this was announced 12th August 2020 and we are still awaiting clarification on this. The press release states that “Ofqual has been asked to determine how and when valid mock results can be used to calculate grades”. As the statement suggests, the appeal to use the mock grade instead of the awarded grade will not be as straightforward as simply asking for it to replace the awarded grade; a process will have to be applied. We expect further information shortly.)

Any concerns students wish to raise for internal review will need to be made via [Form 2](#) between 31st August and 7th September.

November Exam Series:

Students will be able to sit exams in any subject in November, if they want the opportunity to improve upon the grades they have been awarded. Students with a Grade 9 in a subject will not be able to sit the exam in the subject in which this was achieved as the grade cannot be improved upon. Any grades achieved in the November exams will be listed alongside the Centre Assessed Grades on the official certificates the students receive later in the Autumn Term, regardless of whether they are higher or lower than the exam board awarded grades.

The November Exam Series will run from 2nd November to 23rd November 2020. Except for students who have not achieved a Grade 4 in English and/or Maths, all Year 11 Leavers wishing to sit exams in November will do so at Woking High School, rather than their college, and entries will be managed by our Exams Office. Students who have not achieved a Grade 4 in English and/or Maths will automatically sit exams at their college in line with previous years.

Yesterday, Gavin Williamson announced that there will be financial support for schools to deliver these exams and we are hopeful that we will not have to charge students who wish to be entered for the exams in November 2020. We await further information and will let you know if anything changes.

If students wish to sit exams in November, they will need to fill in and submit [Form 3](#) .

Deadline for entries for English Language and Maths – 28th September.
Deadline for entries in all other subjects – 14th September.

Hoodies and Yearbooks:

We are currently awaiting delivery of the hoodies and yearbooks and we hope these will be with us by the end of August. Mr Bunsell will be in contact with you shortly to share the arrangements for students to pop into school to pick up the items they have ordered.

Yours sincerely,



Mrs Walter

Link to National Careers Service:

<https://nationalcareers.service.gov.uk/contact-us>

Link to form 1 - Centre Assessed Grades Request:

https://docs.google.com/forms/d/e/1FAIpQLSfqEqbTqaYHVEr5GZAa-kwf0MJqIGyCMsAeMNx6uUIPO3Q_Ng/viewform

Link to form 2 – Internal Review:

https://docs.google.com/forms/d/e/1FAIpQLSe4hGorrdq-TzzRoKT3n1J6vPba3mLLeqH-MEEu4X_8prk1Nw/viewform

Link to form 3 – November 2020 Exam Series:

<https://docs.google.com/forms/d/e/1FAIpQLSc2RSNYx7ANjgwER4E1eouhAtqD1F7-2OeTP2GWwod56u69Og/viewform>