

## INFORMATION FOR LEARNERS

Letter to learners re appeals, timeline and equalities

4 March 2021

Dear Learner

### **GCSEs, AS and A level assessment in summer 2021 - Timeline of key dates, the appeals process and equalities considerations**

We [wrote to you](#) on 25 February about arrangements for vocational qualifications this year. Today, we are sending out an updated version of our [guidance](#) on alternative arrangements for GCSE, AS and A level for schools and colleges.

In this update, your school or college has more information about:

- How to make sure grades are fair across the school or college
- How schools and colleges should record their decisions on what grade to award learners in each subject in summer 2021
- How appeals will work
- Key dates when everything needs to happen

We expect to publish the final version of this guidance with further updates at the end of the Spring term. This guidance is also supported by more detailed guidance for schools and colleges that is provided by WJEC.

### **Timeline ([infographic](#))**

The timeline for learners shows that your school or college will discuss the **provisional** Centre Determined Grades that have been decided for you in each of your subjects in June. Your school or college needs to send these grades to WJEC by 2 July. At this stage, your grades are not confirmed as WJEC will need to make final checks for all schools and colleges, to ensure clear processes have been followed. Your grades will be final when you receive them on results days. Results day for AS and A level learners is on 10 August and for GCSE learners, results day is on 12 August.



## The appeals process [\(Infographic\)](#)

The appeal process has three stages:

**Stage 1 – In June**, your school or college will share your provisional Centre Determined Grade with you. You can ask them to review it and/or correct any errors before it is submitted to WJEC. This could lead to your provisional grade being higher or lower than it was before the centre review.

**Stage 2 – After results day**, you can appeal to WJEC through your school or college, if you feel that the judgement made by your school or college of your grade is unreasonable and/or an error in the process has been made. If WJEC decide there has been an error or that your grade is unreasonable you will be awarded a new grade. This grade could be higher or lower than the one you appealed.

**Stage 3 – Following completion of a Stage 2 review**, you can request an Exam Procedures Review Service (EPRS) from Qualifications Wales to check whether WJEC has followed the required procedures. This is the final stage in the appeal process.

## Private candidates

We are working with Welsh Government to ensure there are centres that will accommodate private candidates across Wales. These centres will host private candidates and WJEC will arrange suitable assessment. WJEC will mark the work to make a judgement and determine a grade (this will be done in the same way as for learners enrolled in a school or college). WJEC will also ensure a process is in place to allow private candidates to request an appeal.

If you already have a relationship with a school or college, then arrangements can continue as planned. If you don't have an established relationship with a school or college, then you will be able to arrange to register with a centre in your area.

There will be more information once arrangements for private candidates are finalised.

## Fairness and equality for learners

When your school or college is deciding on your grades, they must include a range of evidence and ensure grade judgements are as fair as possible and avoid bias. WJEC is providing support, guidance and training for schools and colleges so that their grading decisions are fair.

Your school or college must explain clearly:

- how and why evidence was selected, and
- how a grade decision was made.

This information must be documented in a decision-making record.

Your school or college must comply with the Public Sector Equality Duty (PSED). This means that your school or college must communicate with you and your parents or carers in a clear, transparent and accessible way. It must also take into consideration the rights of all learners to be treated equally and not to face discrimination.

When your school or college submits the provisional Centre Determined Grades, they will need to show how they have considered the needs of all young people, and how this meets equality law (the PSED).

### **Qualifications Wales Learner Advisory Group – last call for applications!**

We're setting up a Learner Advisory Group that will help us talk to learners and understand what they need from us. We welcome applications from a range of learners from different backgrounds and those studying a range of qualifications, to ensure we have broad representation on this group. The closing date to apply is 7 March and there is more information about what is required on our [website](#).

We publish regular updates on our [website](#) including frequently asked questions.

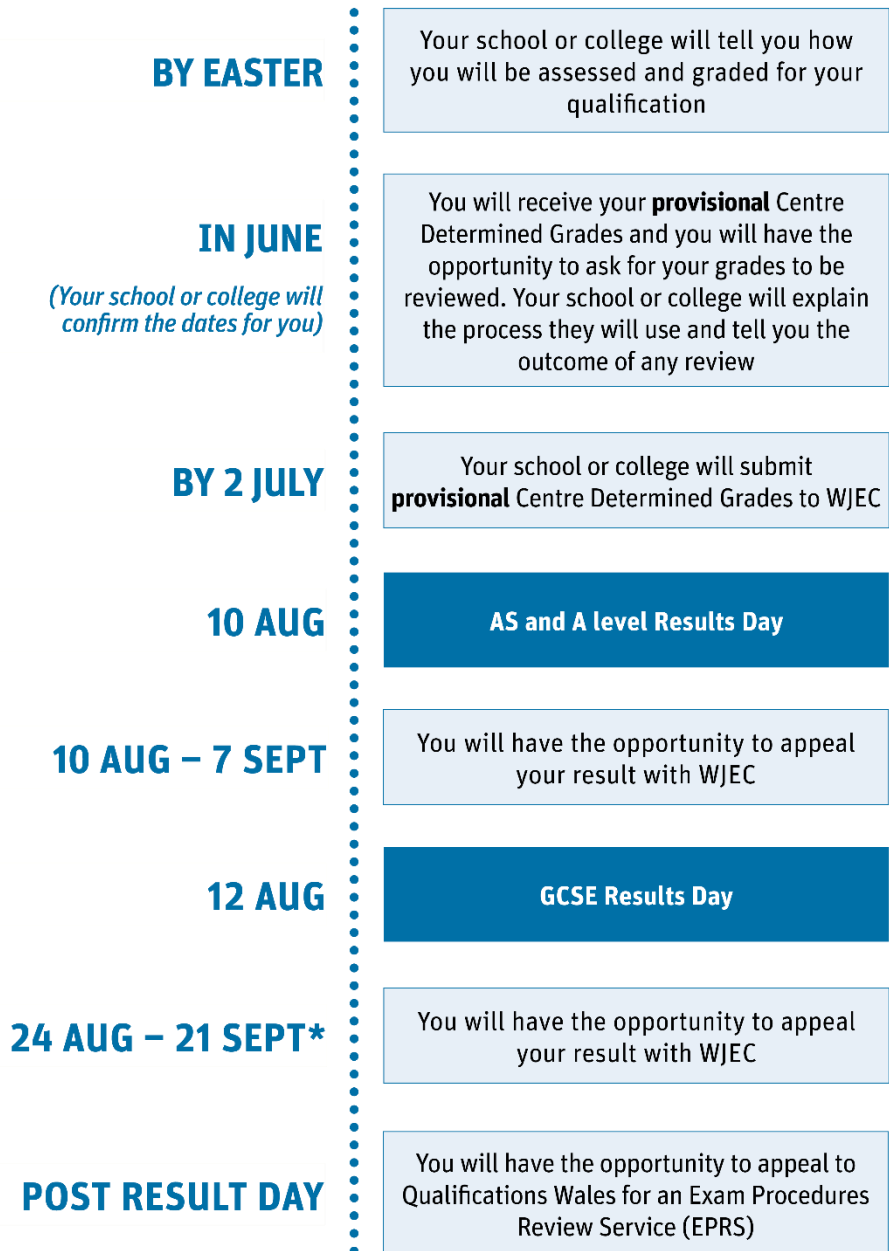
Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Philip Blaker'.

Philip Blaker  
Chief Executive

## Timeline

### SUMMER 2021 – KEY DATES TIMELINE FOR LEARNERS



*\*Provisional date*



## The Appeals Process

### Appeals Process for GCSE, AS and A level qualifications summer 2021

The appeals process for summer 2021 has three stages. The first stage is completed before results days and is run by your school or college. The second stage is after results day and is run by the Exam Board WJEC. The final stage can only be requested after stages 1 and 2 have been completed and is run by QW.

**Your school or college will be producing Centre Determined Grades for every GCSE AS or A level that you have been entered for this year. It is important to note that these Centre Determined Grades are provisional until qualification grades are issued by WJEC on results days.**

#### STAGE 1

**In June**, your school or college will share your provisional Centre Determined Grade with you. You can ask them to review it and/or correct any errors before it is submitted to WJEC. This could lead to your provisional grade being higher or lower than it was before the centre review.

#### STAGE 2

**After results day**, you can appeal to WJEC through your school or college, if you feel that the judgement made by your school or college of your grade is unreasonable and/or an error in the process has been made. If WJEC decide there has been an error or that your grade is unreasonable you will be awarded a new grade. This grade could be higher or lower than the one you appealed.

#### STAGE 3

**Following completion of a Stage 2 review**, you can request an Exam Procedures Review Service (EPRS) from Qualifications Wales to check whether WJEC has followed the required procedures. This is the final stage in the appeal process.

There will be more detailed information made available to help to guide you through the appeals process after Easter.