

10th July 2024

Dear Pupil and Parent/Carer

GCSE results for the summer exams will be available on **Thursday 22nd August 2024**, when they can be collected between 9-11am.

### Collecting Results

- This can be done in person at Reception where a member of centre staff will be available to provide the results;

or

- Contact the school and arranging for a phone call to be made on results day.

**Can you contact the school please, either by phone [01509 414338](tel:01509414338) or by email, [exams@quornhallschool.com](mailto:exams@quornhallschool.com) to confirm how your child would like to collect their results.**

Overleaf is an outline of the appeals procedure. The school will be willing to support pupils if they wish to make an appeal. If the school feels there is merit in the appeal, the costs will be covered by the school. If the school does not feel there is merit you may be asked to pay those costs.

If you have any questions or would like to speak to an Exams Officer you can contact them by phoning [01509 414338](tel:01509414338) and requesting a call back or by emailing [exams@quornhallschool.com](mailto:exams@quornhallschool.com)

Yours sincerely



Vanessa Bingham  
**Headteacher**

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

All pupils have the opportunity to appeal their grade if they meet the eligibility criteria. It is important to note that an appeal may result in a grade being lowered, staying the same, or going up. So if a pupil puts in an appeal and their grade is lowered, they will receive the lower mark. The pupil will be required to sign a declaration saying they understand that their grade may go down as a result of an appeal.

Pupils must read the JCQ Pupil and Parent guide before appealing, which will be available on the JCQ website by results day.

### **What are the grounds for appeal?**

There are three main grounds for appeal, as dictated by the Joint Council for Qualifications (JCQ). They are if you believe there has been an administrative error, there has been a procedural error or you think the academic judgement on the grade was unreasonable.

'Unreasonable' is a technical term in this context and means that no educational professional acting reasonably could have selected the same grade.

### **What are the two stages of an appeal?**

All appeals, on any of the grounds above, must first go through a centre review. At this stage, we will check for any administrative errors, and check that the school's policies and procedures were followed correctly. The result will then be communicated to the pupil.

Following the outcome of a centre review, pupils may still choose to pursue an awarding organisation appeal. They must fill in a form which can be requested from the school. The school will then send this on their behalf to the exam boards – appeals sent directly from pupils and parents will be rejected. The outcome of the awarding organisation appeal will be communicated to pupils when made.

### **How do I make an appeal?**

Following results days, pupils should fill in the first section of the JCQ form (**JCQ/App1**) and send it addressed to the headteacher, [Exams@quornhallschool.com](mailto:Exams@quornhallschool.com).

The deadline for submitting an appeal is **26th September**. Appeals received after these dates may still be considered.