
Elfed High School
Ysgol Uwchradd Elfed

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Headteacher/Pennaeth: Mr Alistair Stubbs BA(Hons), NPQH

Wednesday 9th June 2021



**Re: Sharing of Provisional GCSE Centre Determined Grades in English Literature and Maths:
Year 10**

Dear Student/Parent/Carer

I hope that your family is well and that you have had a restful half term.

As you know, qualifications are being awarded across Wales this year via the 'Centre Determined Grades' process. We have now completed our detailed quality assurance of the grades that students will be awarded and as a result of this, we will be in a position to share provisional English Literature and Maths GCSE results with students on Friday 11th June. The sharing of provisional GCSE grades is the key part of the Centre Determined Grades process, with students' results being confirmed on the national GCSE Results Day on Thursday 12th August.

On Friday 11th June, results will be sent to students' Hwb email addresses and a paper copy will be posted later on that day. Results will be emailed from 3pm and we anticipate that all results will have been emailed by 4.30pm. Students should check that they are able to log into Hwb, in advance of Friday.

Obviously, this is a new and different process and I am sure that some students and parents may have questions or queries once we have issued students' provisional grades:

How do I/my child access Hwb email?

Students have been using Hwb all year to access online learning and log in details have not changed. There is a video guide on our website to support: <https://www.elfedhs.co.uk/teaching-learning/blended-learning>. All students have had their log in details re-issued before half term. Please contact the School Office if you are experiencing any technical difficulties.





What do I do if I/my child is not happy with their grade in a particular subject?

Qualification grades in summer 2021 are determined on holistic judgements via a grade based system rather than a mark based system. In May, Qualifications Wales and WJEC released guidance on 'Centre Reviews and Appeals'; this guidance outline the steps that would need to be taken if a student was to query the grade that they have been issued.

A useful guide from Qualifications Wales can be found here:

https://www.qualificationswales.org/media/7496/19-05-21-summer-2021-results_eng_new.pdf

Summary of the Centre Review and Appeals Process (taken from Qualifications Wales guidance)

There are three stages in this year's approach:

Stage 1 Centre Review: A learner can request for a Centre Review of the provisional Centre Determined Grade on the grounds that there has been an error in the determination of their grade. Learners must give a reason why they believe there has been an error in the determination of their grade. Grades can go up, down or remain the same.

Stage 2 Appeal to WJEC (following completion of Stage 1 only): An appeal to WJEC on the grounds that the judgement that the centre has made is unreasonable and/or a procedural error has been made. Learners must give a reason why they believe the centre has made an unreasonable judgement and/or error. Grades can go up, down or remain the same.

Stage 3 ERPS – Qualifications Wales (following completion of Stage 2 only): A request to Qualifications Wales for an Exam Procedures Review (ERPS) to review whether WJEC has followed the required procedures.





Key Facts on the Centre Review Process (taken from Qualifications Wales and WJEC guidance)

- The Centre Review is an opportunity for learners to request a review where they consider an error has been made in the determination of their grade – the focus is on the overall grade not the marking of individual assessments. There is no expectation that centres re-mark assessments.
- Learners are not able to negotiate which evidence is included in the range of evidence used to determine their grade. This is not an opportunity for a learner to request that an assessment is replaced with an alternative assessment.
- Learners should briefly explain the nature of the error when requesting a Centre Review. A template will be provided.
- Learners should only request a review where they consider that the error has had a material effect on their grade.
- The Centre Review is not an opportunity for learners to try and improve grades that have been determined fairly in accordance with the centre's assessment and quality assurance processes and are supported by the evidence and the Learner Decision Making Record.
- The Centre Review is an opportunity for the school to check that they have not made any errors in the determination of the grade.
- Grades can go up, down or remain the same following the Centre Review.

How I Request a Centre Review?

The first step would be to request to view the Learner Decision Making Record. If a student considers that there may be an error in the determination of their grade, they should check the Learner Decision Making Record. Learners should only request a Centre Review if they consider an error has been made. Here are examples of what may constitute an error in the determination of the grade:

- The grade for the learner was incorrectly documented.
- Reasonable adjustments or special considerations were not taken into account when they should have been.
- Assessment evidence that was part of the assessment plan was not taken into account.
- The grade is not supported by the information in the Learner Decision Making Record.





What is a Learner Decision Making Record?

The Learner Decision Making Record must be shared with the learner upon request if they are considering whether to request a Centre Review. The Learner Decision Making Record will provide learners with enough information to understand how the school has reached the decision on their grade and the evidence taken into account in taking that decision. This should support learners to only request reviews where they consider an error has been made, rather than dispute as to the judgement of the centre.

A Learner Decision Making Record for a subject can be requested by completing the following online form: <https://forms.office.com/r/bBdVQVDBWL> . Please note that one form must be completed for each subject. All requests for Learner Decision Making Records must be completed by Tuesday 15th June at 4pm. Please note that we are not able to accept requests outside of this deadline.

After viewing the Learner Decision Making Record for a subject, I would like to request a Centre Review. What do I do?

- A Centre Review can only be requested if a Learner Decision Making Record has been requested.
- Students would need to complete a Centre Review Request form for the subject. As the grade could go up, go down or stay the same, we would need the student to sign this document. Forms are available on our school website and a signed paper copy must be handed into the school office by Monday 28th June at 4pm.

Summary of Important Dates

This is a new and very different process. The key dates and deadlines are summarised below:

Friday 11 th June	Provisional GCSE results emailed to students' Hwb accounts and posted home
Tuesday 15 th June 4pm	Deadline to request the Learner Decision Making Record for each subject. The form can be completed electronically here: https://forms.office.com/r/bBdVQVDBWL
Monday 21 st June	Requested Decision Making Records are emailed to students' Hwb accounts
Monday 28 th June 4pm	Deadline to request a Centre Review. The Centre Review Request form* must be completed, signed by the student and handed into the school office. *This form can only be completed if the Learner Decision Making Record has been requested.
Monday 5 th July	Outcome of any Centre Review emailed to students' Hwb account
Thursday 12 th August	GCSE Results Day



Finally, I would like to take this opportunity to say how exceptionally proud we are of how our Year 10 students have approached their GCSE assessments. It has not been an easy year and the resilience and maturity they have displayed throughout has been exemplary. I am sure they will be able to build on this success as they move into Year 11.

Yours faithfully

Mrs L Eyre
Deputy Headteacher

