



Information for Learners and Families on the Centre Review and Appeals Process 2021

Learners' grades for summer 2021 are based on Centre Determined Grades. The grade is a holistic judgement based on the balance of evidence that demonstrates the learner's level of attainment. As with other processes this year, the appeals process is an exceptional arrangement resulting from the cancellation of examinations due to the COVID-19 pandemic.

There are three stages to this year's approach:

- **Stage 1 : Centre Review**
A learner may request a review of the provisional Centre Determined Grade on the grounds that there has been an error in the determination of the grade. Learners must identify the reasons why they believe there has been an error in the determination of their grade. Learners should be aware that grades can go up, down or stay the same as a result of a review (and this amendment is binding at this stage);
- **Stage 2 : Appeal to WJEC (following completion of Stage 1)**
A learner may 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 identify the reasons why they believe the Centre has made an unreasonable judgement and/or a procedural error. Learners should be aware that grades can go up, down or stay the same as a result of an appeal to WJEC; and
- **Stage 3 : Examination Procedure Review Service (EPRS)**
A request to Qualifications Wales for an Exam Procedures Review Service (EPRS) to review whether WJEC has followed the required procedures.

Why there is a Centre Review

The opportunity to review at Centre (school) level is in place to ensure any errors may be addressed. This enables learners to seek a review where they believe an **error has been made in the determination of their grade**. Learners must state clearly where they believe an error has been made when submitting the review.

The Centre Determined Grade is a judgement based on a balance of evidence that demonstrates the learner's level of attainment, in line with published WJEC Qualification Assessment Frameworks, mark schemes and grade descriptors. Therefore, as the primary decision maker in determining the grade, the school has the opportunity to review its decision before any external party plays a part in the appeals process (e.g. WJEC and/or Qualifications Wales).

Key facts on the Centre Review Process

- The Centre Review is an opportunity for learners to request a review where they can identify an error in the determination of their overall grade – the focus is on the overall grade and not on the marking of individual assessments. There is **no expectation** that Centres re-mark assessments;
- Prior to undertaking a Centre Review, learners may request a copy of their Learner Decision Making Record (LDMR). The LDMR outlines the teacher reasoning for the grade that has been awarded and the evidence that has been used to support the process.
- Should a learner decide to ask the Centre to undertake a review of a particular grade, they will be required to explain in simple terms the nature of the error when requesting a Centre Review;
- 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. Therefore, learners should only request a review where they consider that the error has had a material effect on the accuracy of the grade, based on the evidence used to determine the grade. In other words, as previously communicated, learners are not able to negotiate the evidence base for their grade.

- The Centre Review is an opportunity for the school to check they have not made any errors in the determination of the grade; and
- Grades can go up, down or stay the same following the Centre Review and, post-review grades will be submitted to the WJEC.

Why Stage 1 is taking place prior to the end of the Summer Term

The appeals process as a whole, requires Centres to provide learners with their **provisional** Centre Determined Grades before the end of June and for the Centre Review stage of the Appeals process to take place before the end of the Summer Term. Completing Stage 1 prior to the end of the Summer Term is designed to reduce learner anxiety resulting from the potential delay in Higher Education admissions decisions which might occur. Furthermore, it is designed to ensure the process is deliverable, recognising that schools are closed during the summer holidays.

Timeframe: Stage 1

The following timeframe is designed to ensure that learners (and families) are aware of the deadline for activities linked to review at Stage 1.

Deadline	Action
Tuesday June 15 th 8am	Provisional Centre Determined Grades issued to learners via Talaxy.
Thursday June 17 th 3pm	Deadline for learners to indicate a request to see the Learner Decision Making Record (LDMR) In line with Qualifications Wales and WJEC procedures, learners will have 48 hours from the issue of the CDG to request the decision making record. A learner may also request to see a copy of the evidence produced to help determine the grade. However, a learner would not be able to use other information or data as part of the review and therefore, for the purpose of the Stage 1 review, it will not be possible for a learner to request other information. Request forms for LDMR can be accessed using the following links: Yr 11 Click Here Yr 12 Click here Yr 13 Click here
Thursday June 24 th 3pm	Deadline for learners to provide written request and supporting evidence for a grade review. A learner who seeks a review of a grade will be required to demonstrate that an error has been made for the overall grade determined, rather than individual activities. Therefore, having reviewed the information in the LDMR, learners should only request a review if they can identify where an error has been made. To <i>request an LDMR</i> by click here
Friday June 25 th	The Centre will convene a meeting of the designated Centre Review Panel. The Panel will consider each request and delegate accordingly.
By Wednesday 30 th June	School to complete Stage 1 review and communicate response to learners. A review at Stage 1 does not involve a remark of the evidence used. However, at this stage the school will check for any errors in administration, procedure or accuracy of grade awarded against the WJEC grade descriptors and Qualification Assessment Framework. The school will not be able to consider evidence outside of what has been used to determine the grade. Grades may stay the same, go up or go up as a result of the review. Post review grades will be submitted to the WJEC. Learners whose grades remain unchanged following the Centre Review process will be provided with information regarding a Stage 2 appeal to WJEC.
Tuesday 10 th August	AS and A Level grades will be issued to learners via Talaxy
Thursday 12 th August	GCSE grades will be issued to learners via Talaxy.

Appeals beyond Centre Review

Beyond Stage 1, appeals are managed independently of the school. However, the school will inform learners of their right to request a Stage 2 appeal on completion of the Centre Review and, if requested, will submit the Stage 2 appeal on behalf of the learner.

Stage 2: WJEC

Stage 2 appeals may be submitted to WJEC on the grounds of an unreasonable academic judgement, (a Centre Determined Grade will only be considered unreasonable if it is well outside the bounds of reasonable academic judgement and that the evidence cannot reasonably support the grade awarded) and/or procedural grounds. Learners should be aware, that a Stage 2 appeal on grounds of unreasonable academic judgement cannot be submitted unless a Stage 1 Centre Review has been completed. Learners are responsible for outlining the grounds and reasons for requesting the appeal but the appeal must be submitted to WJEC by the school. It is important for learners to understand that the grade can go up or down on appeal at Stage 2.

Please note that the decision of the WJEC whether to accept the application for an appeal is based upon:

- a) The validity of the grounds for the appeal as put forward by the learner
- b) Whether a Centre Review has been completed
- c) The timescale of the application
- d) The learners consent.

Please note that the appeal will not consider an alternative grade submitted by the learner or whether an alternative grade is reasonable. As the Centre Determined Grade is holistic in nature, the WJEC will take a similarly holistic approach to their decision-making. The WJEC will not re-mark individual assessments.

Stage 3: Qualifications Wales

The Examination Procedures Review Service (EPRS) is a procedural review conducted by Qualifications Wales to check whether WJEC has complied with its own procedures and our regulatory requirements in the award of a qualification. The EPRS this year will remain focused solely on WJEC's compliance with regulatory requirements and their own procedures. Qualifications Wales **will not** review whether the centre has complied with its own policies or procedures or those set by WJEC for it to follow. That part of the appeals process will take place at Stage 2 by WJEC. Qualifications Wales **will not** review the accuracy of the grading decision and **will not** change any grades.