


Provisional Grades and the appeals Process Summer 2021

A short guide to explain
the process





A reminder of how grades have been determined

- As you already know schools have determined grades this year using a wide range of evidence rather than formal exams. This has not been easy for you. You have worked really hard to demonstrate to your teachers what you have learned. Well done!
- Evidence from your assessments has been marked and moderated by your teachers using Examination Board mark schemes and published grade criteria to determine your grade. carefully. The WJEC have checked our grading processes as well.
- We are now ready to release your PROVISIONAL grades to you.

How will I receive my Provisional Grades?

- All Centre Determined Grades (CDGs) will be issued to learners via Talaxy. If we know you have restricted access to computers, you will be sent a paper copy.
- Therefore, make sure that you are registered on Talaxy BEFORE Monday 14th June. Staff will not be available on Tuesday to support your registration on Talaxy if you have any difficulties.
- On 14th June both you and your parents/carers will be sent a message to inform you that provisional grades will be issued the following day.
- Grades will be sent to you, the learners, at 8am on Tuesday 15th June.
- If everything is as you think it should be HURRAH!! you don't have to do anything further

What if I have a grade missing?

There may be some subject that you have studied that have no grades awarded. This is probably because these courses are run by examination boards other than WJEC, or are vocational courses. These courses are shown in the table on the next slide. (Make sure you look at the subjects appropriate to your year group). We are not allowed to issue or discuss those grades until after the results day in August.

We have checked your results carefully but sometimes mistakes happen. If there is a subject missing from your CDGS please contact Mr P Jones in School JonesP250@hwbcymru.net as a matter of urgency.

Subjects for which grades will not be released until August

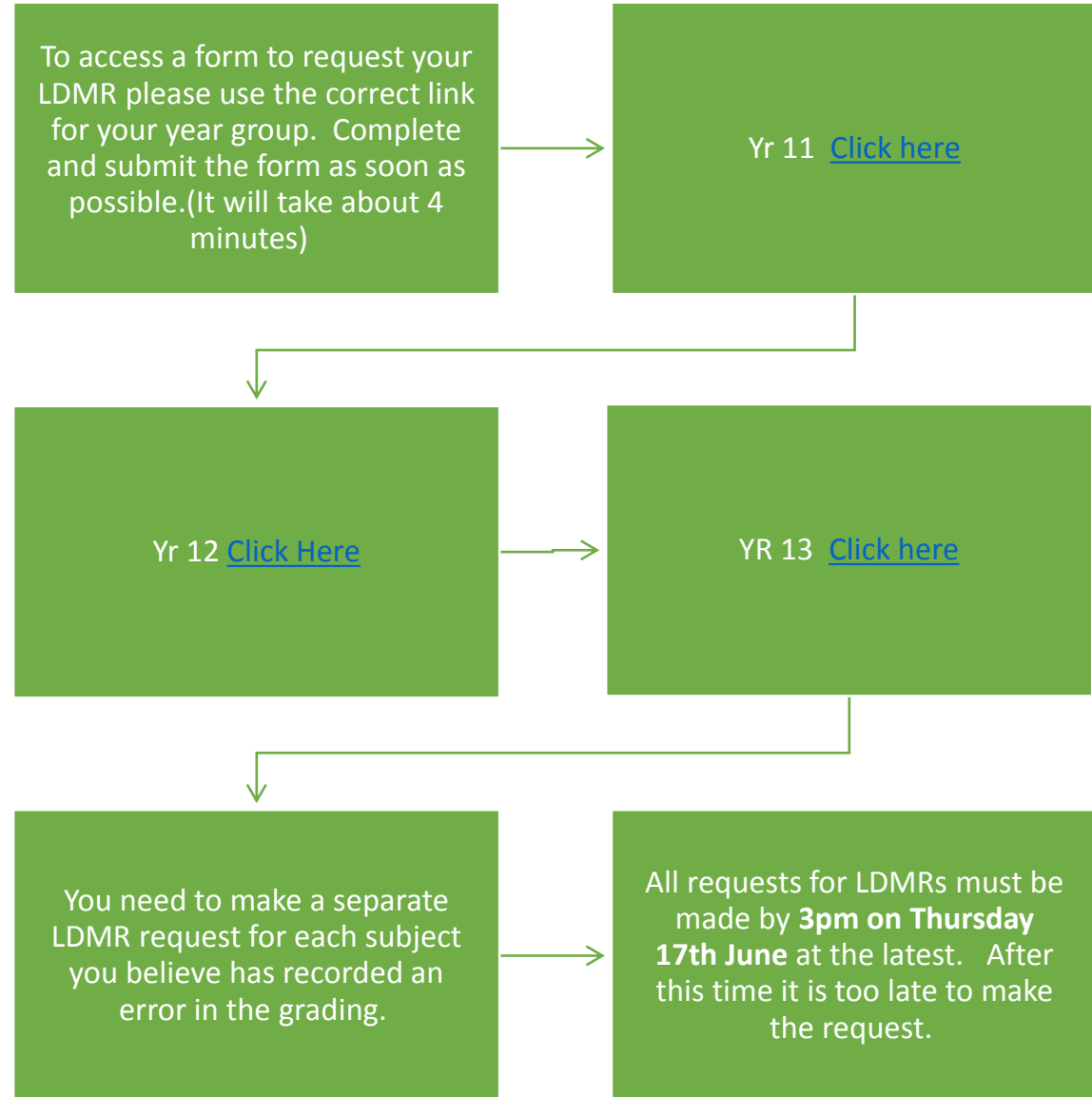
Board	Subject	Year 11	Year 12	Year 13
WJEC	L2 Engineering	Y		
WJEC	L2 Additional Maths	Y		
WJEC	L2 & L3 Tourism	Y	Y	Y
WJEC	L3 Applied Business		Y	Y
WJEC	L3 Medical Science		Y	Y
LIBF	L2 & L3 Finance	Y	Y	Y
AQA	AS & A Environmental Science		Y	Y
OCR	A level Classics			Y
OCR	Cam Tech ICT			Y
OCR	Cam Tech H&SC			Y
OCR	Cam Tech Sport			Y
Pearson	SWEET	Y		
Agored	Essential Skills	Y		
	College/LINC			
Pearson	Workskills	Y		
Pearson	Public Services		Y	



What if I think there is an error in awarding my Provisional Grades?

- We have checked and moderated all of the Centre Determined Grades. However, very occasionally, errors may occur.
- If you feel an error has been made in terms of the **accuracy** of the grade you have been given in a subject, you have the right to request your Learner Decision Making Record (LDMR) for that subject. The LDMR is a record of how your teachers have reached the decision they have for deciding your grade in that subject.

How do I request my LDMR?





Stage 1 Appeals. A Centre Review

When you are sent your LD MR you will also be given access to a link to the WJEC Appeal Form 1 [here](#). Use this form to clearly state why you believe an error has been made and request that school reviews the grade you have been awarded. (This is called a Centre Review)

VERY IMPORTANT: A Centre Review is not an opportunity for you to try and improve your grade. The grade you have been given has been based on specific evidence and determined fairly, following WJEC rules and the school's assessment and quality assurance processes. You should only request a Centre Review if you believe an error has been made that has affected the **accuracy** of the grade you have been awarded.

You then have 5 working days to complete and submit the required paperwork and evidence (you may request a copy of your assessments if you believe that it will support request in the Centre Review)

All requests for a Centre Review submitted on WJEC Appeal Form 1 **MUST** be received in school by **3pm on Thursday 24th June**. Requests received after that time cannot be accepted

What happens at the Centre Review?

1

All Centre Review Requests will be looked at by a Centre Review Panel who will decide, based on the evidence you have provided, whether an error has been made in awarding your provisional grade.

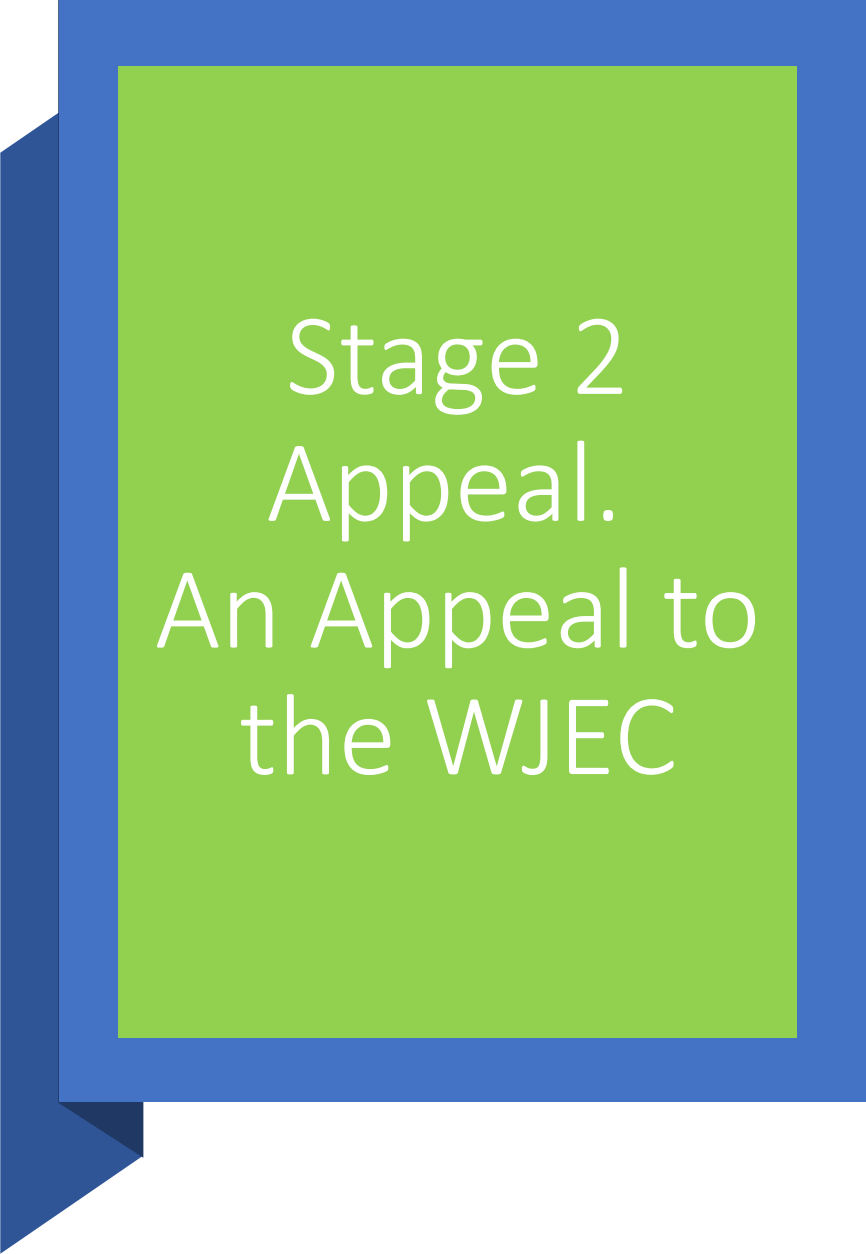
2

If the panel decides an error has not been made your grade will remain the same.

If the panel feel an error has been made your grade may go up OR down

3

You will be informed of the decision made by the Review Panel together with information about how to undertake a Stage 2 appeal to the WJEC if you are not satisfied with the outcome.



Stage 2
Appeal.
An Appeal to
the WJEC

- You cannot request a Stage 2 appeal unless your query has been through a Stage 1 Centre Review
- If you believe that an unreasonable judgement has been made ie the evidence doesn't support the grade provisionally awarded or the incorrect procedure has been followed, you may now request that the School makes an appeal to the WJEC as a Stage 2 Appeal on your behalf. You will need to provide your evidence on WJEC Review and Appeal Form 2 which you can request from school **only** after you have been given the outcome of the Centre Review.
- School will send your form and your evidence to the WJEC who will decide whether an unreasonable judgment or incorrect procedure has been followed.
- You will be informed of the outcome, Again remember:
Your grade may go up, go down or remain the same.

Stage 3
Appeals. The
Examination
Procedures
Review
Service
(EPRS)

This is conducted by Qualifications Wales to check whether WJEC has followed its own procedures and regulatory requirements properly.

Qualifications Wales will not

- Review the accuracy of grading
- Will not change any grades
- TO request an EPRS review please write to school making the request

A summary of your key dates

Date	
NOW	Check you can get onto Talaxy. If not contact Mr Davies DaviesA1205@Hwbcymru.net urgently
14.6.21	Message to Parents and pupils informing them that CDGs will be issued tomorrow
15.6.21	CDGs issued to learners. Requests for LMDR forms links available
17.6.21	All requests for LDMRs to be submitted by 3pm (Any submitted after this date will not be accepted)
24.6.21	All requests for Centre Reviews must be submitted before 3pm (Late submissions will not be accepted)
25.6.21	Review panel meets to discuss all Centre Review requests
2.7.21	All unchallenged grades to be submitted to WJEC
20.7.21	All amended grades to be submitted to WJEC
10.8.21	AS and A2 results day Your results will be sent to you by Talaxy. These will be your final official grades
12.8.21	GCSE results day Your results will be sent to you by Talaxy. These will be your final official grades