

### Responsibilities for public examinations

- Mr R Robinson, Headteacher with overall responsibility for the school as an examination centre
- Mr J Swaine, Head of Key Stage 4 / Mrs R Errett, Head of Preparation for Adulthood — guidance and pastoral oversight of students who are unsure about examination entries
- Mrs F Kemp, Exams officer, administration of entries, relevant paperwork, and notifying student and parents of results and post exams procedures
- Please feel free to make contact if you have any questions relating to assessments and exams.

#### Reminder

#### Results Day - Thursday 25th August

Year 11 / 13 results will be available to be collected from school on Thursday 25th August between 9.00 and 10.00am. Any remaining candidates' results will then be posted to the candidates' home addresses. Please inform school of any changes of address after leaving school on Friday 26th June. Official examination certificates will be available to be collected from school after October half term 2022 please call school prior to arrival to arrange collection.

For any queries please contact

[frances.kemp@ravenshall.org](mailto:frances.kemp@ravenshall.org)



# Ravenshall

all different | all equal | all important

## Guide to Exams , Assessments, Qualifications, Results and Appeals

Examinations provide assessment, generally at the end of Key Stage 4. This assessment gives information to students and parents about knowledge, understanding and skills achieved. As a school we participate willingly in the administration of examinations in the best interest of our students and of the school.

In addition, other internally set and marked examinations may take place at other stages in a student's progress through the school, in order to prepare for public examinations as well as checking students' learning.

## Exam results for Summer 2022

The summer series of exams will run normally this year for the first time since the pandemic.

### How will grades be calculated?

This year exams will happen in the expected way with students sitting exams and work being marked and moderated, resulting in a formal grade being provided.

### When will I get my results?

GCSE and Entry Level Certificate results are available on Thursday 25th August. We expect all other exam results to also be available at the same time. However, if there are any delays in vocational qualifications' results, they will be forwarded to you at the earliest opportunity.

Results will be available to collect on the morning of Thursday 25th August from 9.00—10.00am. Thereafter, all remaining results will be posted to your home address. It is important that you provide us with any changes of address between your child's leave date and results day.

### Appeals

How to request a GCSE appeal

You can ask a school to:

- check the correct procedure was followed
- Check the deadline for doing this with your school or college.

If you're not satisfied with the outcome of your school or college's review, you can ask them to appeal to the exam board for you.

## Qualifications

Qualifications		
General qualifications		
Subject	Level	Exam Board
Art	GCSE	AQA
Science	Entry Level	AQA
Vocational qualifications		
Subject	Level	
Maths	Entry Level	NCFE
English	Entry Level	NCFE
ICT	Entry Level	OCR
Life and Living Skills	Entry Level	OCR
Personal Progress	Entry Level	ASDAN
Personal Social Development	Entry Level	ASDAN
Employability	Entry Level	ASDAN
Sport Leaders	1	SLQ
Horticulture	Entry Level	Skills and Education (ABC awards)

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We also offer **Unit Award Scheme (UAS)** to learners as a part of KS4 Pathways subjects. Whilst it is NOT a formal qualification it does give the opportunity to formally recognise students achievements with a certificate issued by AQA each time a short unit is successfully completed.

This method does not provide a level to the learner's achievement but shows that a learner has achieved a number of outcomes to achieve the award.

#### At Key Stage 4 and Post-16

- All students should be entitled to and enabled to achieve an entry for qualifications from an external awarding body
- If a student's entry in any subject is to be withdrawn there must be an initial concern form completed by the subject teacher in consultation with the subject leader. The student, parents/carers, the head of key stage, the subject leader, subject teacher and if necessary Calderdale/Kirklees careers should be involved before a final decision is made
- All students will be monitored carefully throughout their time at the school and coursework and attitude notified to the head of key stage using concern forms as soon as they arise
- Any proposed major changes to the examination board, style or timing of examinations, e.g. modular courses, must be discussed and approved by the leadership group based on information given by the relevant subject leader.

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You can also appeal if the exam board made a mistake when processing your result.

The exam board will decide if your grade needs correcting. The new grade may be higher or lower than the original.

The appeals process is available to centres and private candidates after receiving the outcome of a review of results. Reference should be made to the JCQ publication A guide to the awarding bodies' appeals processes. Full details of the awarding bodies' appeals processes and the associated timescales. It is available on the JCQ website: <http://www.jcq.org.uk/exams-office/appeals>

Appeals can only be submitted after the outcome of a review of results has been reported to the centre.

In the case of internal candidates, only the head of centre can submit an appeal to the relevant awarding body.

Appeals must be made in writing and clearly state the grounds for appeal.

Awarding bodies may charge a fee for appeals. This fee will be refunded if the appeal is upheld.

## At Ravenshall we ensure that:

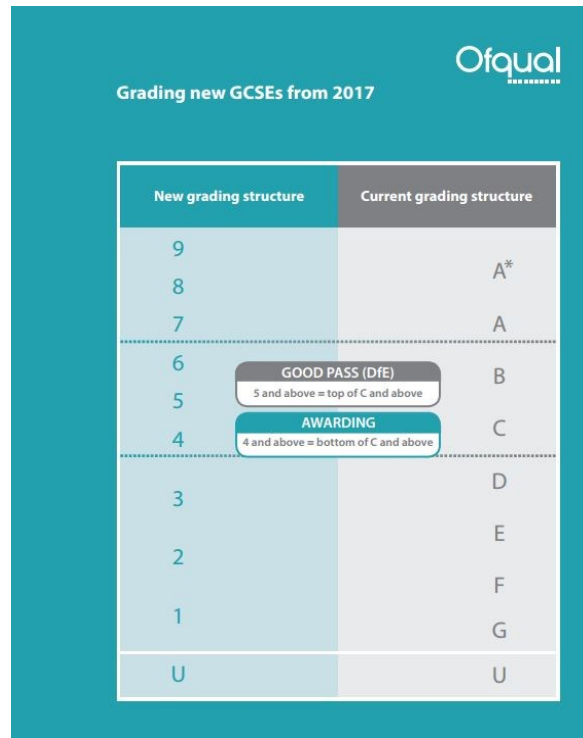
- The exams system in this school combines entitlement with flexibility
- Students are given the opportunity to demonstrate the highest achievement of which they are capable and competent
- Students undertake examinations knowing what is expected of them in terms of preparation and behaviour
- Students are guided in their decisions about whether to withdraw an examination entry and do so with full knowledge of the implications for their careers or further education
- Staff understand fully their obligations and responsibilities with relation to examinations
- The school meets the requirements of examination security and is equipped to undertake exam administration including data processing and a results / appeal service
- Accurate examination data is available to inform target setting
- In the event that a course /qualification is withdrawn, the school will ensure a suitable replacement is identified to ensure that pupils gain an accreditation that is at least equal to that in the original course offer

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The recently changed grading structure for GCSEs is shown below:



New grading structure	Current grading structure
9	
8	A*
7	A
6	B
5	
4	C
3	D
2	E
1	F
	G
U	U

GOOD PASS (DfE)  
5 and above = top of C and above

AWARDING  
4 and above = bottom of C and above

**Vocational qualifications** support the development of practical skills in English, maths, ICT, sports leadership and life skills, they are designed to help learners gain the most out of work, education, leisure, leadership and everyday life. These are in the form of Functional Skills qualification and Life and Living Skills qualifications (post 16) as well as horticulture (Post 16) and Sports Leadership qualifications.

Candidates are entered at a specific level:

**Entry 1, 2, or 3**

or **Level 1** - the equivalent to GCSE - grades 3, 2, 1 or D, E, F, G ,

## Explanation of Qualifications

**AQA, OCR, NCFE, ASDAN and SLQ are the examination boards currently used here at Ravenshall**

In ASDAN learners can achieve different qualification, the outcome depends on the minimum number of credits they accrue. These outcomes can be:

An Award qualification

A Certificate qualification

A Diploma qualification

The minimum number of credits required for each outcome varies depending on the qualification title:

For the **Award** the minimum number of credits range from **6 – 8**

For the **Certificate** the minimum number of credits ranges from **13-15**

For the **Diploma** the minimum number of credits is **37**

**Entry Level Certificate (ELC)** is a qualification below GCSE (General Certificate of Secondary Education ). A student successfully completing an ELC is awarded one of the following grades, which are common to all Entry Level qualifications: Entry 3 (highest), Entry 2 and Entry 1 (lowest) Those who do not reach the level for Entry 1 are recorded as uncertified (U) and do not have the subject appear on their certificate of results.