

Responsibilities for public examinations

- Mr R Robinson, Headteacher with overall responsibility for the school as an examination centre
- Mr J Swaine, Head of Trailblazers / 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 21 August 2025

Year 11 / 13 results will be available for collection from school on Thursday 21 August between 9.00 and 10.00am. Any remaining candidates' results will then be posted to candidates' home addresses. Please inform school of any changes of address after leaving school. Official examination certificates will be available for collection from school after October half term 2025. Please call school prior to arrival to arrange collection.

For any queries please contact

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 (at Ravenshall this phase is known as Trailblazers) and beyond. This assessment provides information to students and parents, of 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 2025

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 21st 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.

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
Science	Entry Level	AQA
Vocational qualifications		
Subject	Level	
Maths	Entry Level	NCFE
English	Entry Level	NCFE
Life and Living Skills	Entry Level	OCR
Arts Award	Bronze (L1 equivalent)	Trinity
Personal Social Development	Entry Level	ASDAN
Employability	Entry Level	ASDAN
Sport Leaders	1	SLQ

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.**

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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Vocational qualifications support the development of practical skills in English, Maths, ICT, Sports Leadership, Film Making 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), Arts Award 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 ,

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 have achievements formally recognised with a certificate issued by AQA each time a short unit is successfully completed. This method does not award a level to the learner's achievement but shows that a learner has achieved a number of outcomes to achieve the award.

Explanation of Qualifications

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

In ASDAN, learners can achieve different qualifications, 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 level before 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.