



GCSEs/IGCSEs Summer 2021 Appeals Procedure

Introduction

What can I appeal?

If you feel your grade is wrong, you can appeal. You can appeal both your final GCSE/IGCSE grade, and you can appeal your language 'Endorsement' grade (i.e. Distinction, Merit etc).

When can I appeal?

Most people will only appeal after they have received their official grades in August, based on what they receive, *but if you feel that any of the work used by your teachers to assess what grade to award you, has disadvantaged you, or there is some other way you have been disadvantaged that you have not already raised, you should raise this with the school as soon as possible.*

For example, if you believe that the marks you received for one of your mini tests seem unfair, this should be brought to the attention of the school as soon as possible.

For full details of deadline dates and the review process, click on the link below:

https://www.jcq.org.uk/wp-content/uploads/2021/06/JCQ_Appeals-Guidance_Summer-2021_Appendix-B.pdf

How does the appeal process work?

The first step in the appeals process is to apply for a 'Centre review'. This is handled by the school who will check that there were no administrative errors (e.g. adding up the marks incorrectly or submitting the wrong grade to the exam board), nor procedural errors (e.g. a teacher didn't follow the school's grading policy).

The second step involves a review by the exam board to check both of the above, and to check the academic judgement of the school (for example, whether the school's marking/grading was 'fair', in terms of the harshness of the marking or the choice of assessment materials used by the school for grading).

The first step will involve filling in the 'Stage one – centre review' form, which is in the document linked above.

To submit a formal appeal, contact either Mr Webster at principal@st-margarets.co.uk or Ms Wilson at gwilson@st-margarets.co.uk