

Candidate Subject Confirmation Form

Summer 2021

Subject:

Candidate Name:

Candidate Number:

Please read each item and sign the form to confirm that you understand the process for awarding grades in summer 2021 and that the actions listed have taken place.

- I have been given an explanation of how my grades will be determined in summer 2021
- I understand the process undertaken by the school, which is line with Ofqual, JCQ and awarding body (exam board) requirements
- The professional judgement of my teacher has been based on what I have been taught
- My teacher has used a range of evidence to make their decision
- My teacher has told me which pieces of work have been used as evidence for my overall grade
- If I have been granted any approved access arrangements, the school has ensured that these were offered when assessments were done. If the arrangements were not offered when I took an assessment that is being used as evidence, my teacher took this into account when determining my grade or considered alternative evidence
- I have had the opportunity to raise any concerns about the evidence being used with my teacher (e.g. if the evidence was affected by my personal circumstances, such as illness) and my teacher made a note of any mitigating circumstances which may warrant special consideration
- My teacher has made the final judgement about the evidence used to determine my grade. No negotiation has taken place between myself, my parent/carer and my teacher
- After my teacher determined my grade, it was reviewed by other teachers in the school. Therefore, grades were determined consistently with the school policy

- I have **not** been told the grade being submitted to the exam board
- I understand that results will be received on Thursday 12th August and that the school will let me know the process for receiving my results before that date
- I understand that if I believe a genuine error has been made in determining my grade, I will have a right to appeal through the school, who will provide specific details of the two stage process at that point
- I understand that I will be able to sit exams in the autumn if I wish to try and improve my grade
- I have provided up to date contact details, including a personal email address, to allow the school to contact me with regard to issuing results and processing any queries/appeals.

If there is anything in this list that you do not understand or you have any questions or concerns about the process at all, please speak to Mr Yates and/or Mrs Tonkin as soon as possible.

I confirm my awareness and understanding of how my grades have been determined and will be awarded this summer:

Candidate Signature:

Date:

Note: This record will be retained until the published deadline for appeals has passed or until any on-going appeal, malpractice investigation or other results enquiry has been completed, whichever is later.