



## Centre Assessment Grade Policy

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### 1. Introduction

This document sets out the policy for processing the Centre Assessment Grades (CAGs) in line with Ofqual guidelines. It will also explain how grades are awarded.

#### 1.1. Context

On 18 March 2020, the Secretary of State for Education announced that the summer 2020 GCSE, AS and A level exam series would be cancelled due to the Coronavirus pandemic. In place of exams, students would be awarded a grade based on an assessment of the grade they were most likely to have achieved had the examinations gone ahead.

### 2. GCSEs, AS and A-Levels, EPQs

2.1. The College was required to send two pieces of information for each qualification subject, based on in-year evidence of work and achievement:

- **The Centre Assessment Grade (CAG).** The CAG is the grade the College believes to be the fairest and most objective judgement of what a student was likely to have achieved had they sat the exam.
- **Rank order of students within each grade.** For each subject, a list of students taking that subject was submitted, grouped by grade and ordered by performance, where rank 1 is the most secure/highest attaining student.

#### 2.2. Arriving at CAGs and rank order

The internal process for reaching Centre Assessment Grades and Rank Order was rigorous, robust, evidence-based and carefully moderated. Exam boards will also moderate the grades submitted, which means the final grade for students may change.

BSix followed the official advice as outlined below.

#### STEP 1 (Teacher level):

Teachers are asked to use a holistic professional judgement, balancing the different sources of evidence. Clear instructions are given to consider a range of evidence and not to rely on one piece of work to arrive at CAGs and rank order. Examples include:

- classwork
- bookwork
- any participation in performances in subjects such as music, drama or PE
- any non-exam assessment – whether or not complete
- the results of any assignments or mock exams
- previous examination results – for example, for any re-sitting students or those with relevant AS qualifications
- any other records of student performance over the course of study



Teachers should use a variety of standardisation methods to validate the awarded CAGs/ranks.

For students who have an agreed exam access arrangement such as extra time, judgments should take account of likely achievement with the reasonable adjustment or access arrangement in place. There will be no special consideration requests this summer.

Teachers are not required to set any additional mock exams or homework to determine students' CAGs or rank order. Students will not be disadvantaged if they were not set work after college closure or were unable to complete work set after the College was closed.

*The Ofqual guidance made clear that centres **must not**, under any circumstances, share the centre assessment grades nor the rank order with students or their parents/carers or any other individuals outside the centre.*

#### STEP 2 (Curriculum Manager level):

Curriculum Managers have a good understanding of their students' performance and how they compare to other students within the department/subject this year, and in previous years. Curriculum Managers are asked to consider each student's performance over the course of study and make a realistic judgement of the grade each student would have been most likely to get if they had taken their exam(s) in a subject and completed any non-exam assessment this summer. This could include U (ungraded) grades. This step allows Curriculum Managers to review the grades and to re-examine the available evidence from teachers should they notice any irregularities. Curriculum Managers must be confident that sufficient evidence is available to reach an objective judgment.

#### STEP 3 (CIS Manager level):

The College Information Services (CIS) Manager is responsible for compiling the CAGs and rank order for all courses and for producing a detailed analysis of the results with comparisons for each subject over the last three years.

This step allows the Senior Management Team to see the broad set of results for the College as well as individual subject performance. The CIS Manager produces:

- results analysis by course, level and department.
- value added reports.

#### STEP 4 (SMT/Principal level):

The Senior Management Team review the final CAGs and Rank to check for accuracy and validity including:

- Equality and Diversity reports
- Value added
- Previous results in each subject
- Performance of this year's students compared to those in previous years

The Principal signs a declaration form as a Head of Centre to approve before submissions are made.



### 2.3. Arriving at actual grades

The information we send will allow Ofqual and examination boards to standardise grades across schools and colleges so that, as far as possible, results are fair and students are not disadvantaged.

This means the final grade a student gets **could** differ from the one the College has submitted.

A standardisation process using a model developed with Ofqual will look at evidence, such as:

- Expected national outcomes for this year's students
- Prior attainment of students at each school and college, at cohort level.
- Results of the school or college in recent years

### 3. Other qualifications (BTEC, UAL, ESOL, CACHE, Functional Skills)

- 3.1. Many vocational qualifications will also have calculated grades issued this summer.
- 3.2. A similar process is adopted to ensure the accuracy and validity of CAGs.
- 3.3. Some qualifications did not have rank order (ESOL and functional skills)
- 3.4. The centre provided CAGs per unit for vocational courses.

### 4. Results

Students will receive their final grades on results day, which is:

- 4.1. **13 August 2020** – A Level, Level 3 BTEC and Level 3 Technicals
- 4.2. **20 August 2020** – GCSE, Level 1/2 BTEC /Tech Awards and Level 2 BTEC Technicals.

### 5. Appeals and next assessment opportunity

- 5.1. If a student disagrees with their grade, the current guidance states:

*"If you think a mistake has been made with your result(s), you can appeal the result(s) by asking your school or college to put forward the appeal on your behalf. Although it will not be possible to appeal on the basis of disagreement with the teacher/tutor's professional judgement for the grades and/or rank order information submitted to us.*

*If you are unhappy with your result(s) and/or appeal outcome, you will be able to sit/resit the exam/external assessment in the next available window (e.g. autumn 2020 or January/summer 2021, depending on the type of qualification).*

*Those of you continuing your BTEC course in 2020/21 will also be able to submit/resubmit assignments for units where you have received a calculated result."*

[Pearson.com]

See appendix 1 for more details

### 6. Autumn exams

- 6.1. The government promised an opportunity to re-sit exams in the autumn term for those students who may be dissatisfied with their grades.
- 6.2. These exams will start on **Monday 5 October**
  - 6.2.1. AS and A levels will run from Monday 5 October to Friday 23 October
  - 6.2.2. GCSEs will run from Monday 2 November to Monday 23 November
- 6.3. The deadline for entries is **28<sup>th</sup> August**.



## 7. Further Guidance

Grading in 2020 - information for students (OFQUAL)	<a href="https://www.youtube.com/watch?v=fRTyGmUJlrw&amp;t=19s">https://www.youtube.com/watch?v=fRTyGmUJlrw&amp;t=19s</a>
Awarding qualifications in summer 2020 (OFQUAL)	<a href="https://www.gov.uk/government/publications/awarding-qualifications-in-summer-2020">https://www.gov.uk/government/publications/awarding-qualifications-in-summer-2020</a>
Supporting students and parents during COVID-19 - How will your BTEC grades be calculated? (Pearson)	<a href="https://www.pearson.com/uk/learners/fe-and-college-students/supporting-fe-students-parents-covid-19.html">https://www.pearson.com/uk/learners/fe-and-college-students/supporting-fe-students-parents-covid-19.html</a>
Process for awarding calculated results (Pearson)	<a href="https://qualifications.pearson.com/content/dam/pdf/assessment-hub/Moderation-Process-Infographic.pdf">https://qualifications.pearson.com/content/dam/pdf/assessment-hub/Moderation-Process-Infographic.pdf</a>

## 8. Appendices

### 8.1. Appendix 1 - BSix College Results 2020 - Appeals

#### Process

Students cannot appeal their results directly to awarding bodies. Students must apply to the College to request an appeal on their behalf. The application for appeal is through the exam and results query form on the College website found at this link:

<http://www.bsix.ac.uk/exams>

#### How does the college appeal?

Appeals **must** be authorised by the head of centre, on behalf of any candidates for whom data has been provided for the purposes of calculating a grade in a relevant qualification. This includes private candidates. Before authorising the appeal for submission, the head of centre must be satisfied that all candidates on whose behalf the appeal is submitted have consented to the appeal.

#### On what grounds can the college appeal?

An appeal may be submitted if the head of centre considers that:

- the awarding body did not apply procedures consistently, or procedures were not followed properly and fairly; or
- the awarding body used the wrong data in calculating results; or
- the result generated was incorrectly issued by the awarding body to one or more candidates.

## How does the appeals process work?

The appeals process has two stages. First, the initial review conducted by the awarding body; secondly, the independent review. All appeals must start by requesting an initial review.

**Applications for an initial review must be made by Thursday 17 September 2020.**  
**JCQ Infographic**



### Results 2020: How appeals work - AEA, Extended Project, GCE AS, GCE A level and GCSE qualifications

Who can appeal	The three possible stages of the appeals process
<p>All appeals must come from the centre on a candidate's behalf, if agreed, with the candidate's consent. Candidates cannot appeal directly to awarding bodies.</p> 	<p><b>Applications to appeal for an initial review must be made by Thursday 17th September 2020</b> (where university places are pending centres should submit applications as soon as possible after the publication of results so these can be prioritised).</p>  <p><b>Stage 1:</b> Initial Review: if an application for an Initial Review is accepted, this involves a check of the relevant data or procedures. Awarding bodies aim to complete Initial Reviews within <b>42 calendar days</b> of the receipt of the application.</p> <p><b>Stage 2:</b> Independent Review: if a centre is dissatisfied with the outcome of the Initial Review, believing that there is still an error with the result, they have 14 calendar days from the outcome of the Initial Review to apply for an Independent Review. Awarding bodies aim to complete Independent Reviews within <b>42 calendar days</b> of the receipt of the application.</p> <p><b>Stage 3:</b> Examination Procedures Review Service (EPRS): if a centre remains dissatisfied with the outcome of the Independent Review, believing that there is still an error with the result, an appeal may be made to the relevant regulator's EPRS and further details about this will be provided in the awarding body's Independent Review outcome letter. For further information on the regulator's EPRS application process, please see the relevant qualification regulator's website. Appeals to the regulators must be made within the timescales specified by each regulator.</p>
Schools and colleges can appeal:	
<p>If there may have been an error processing the grade as per Ofqual's appeals criteria.</p> 	



### A decision tree to help centres and students consider their next steps

