



20 August 2020

Dear Students, Parents and Carers

I am writing in relation to the examination results which have been released today and which you will have received via e-mail or post. I sincerely hope that you have received the results that you were hoping for and which allow you to progress onto whichever option you have chosen to pursue as your next step in education or training.

In light of the changes to grading announced by OFQUAL on Monday, only GCSE results have currently been amended and published by the exam boards. The exam boards OCR and Pearson have yet to release exam results for Cambridge Nationals or BTEC subjects, as they are still revising the grades for these. This affects all schools in England. This means that there will be no results today for BTEC and Cambridge National subjects, but we will send these results out as soon as the exam boards issue them to us. We anticipate this being next week.

The purpose of this letter is to outline further detail regarding the process used to arrive at the grades, as well as the next steps if you require support in terms of discussing your results or reviewing your options for further education or training.

### **The process used in awarding grades**

As you will have no doubt followed in the news over the last week, the Government has confirmed that the GCSE grades have been awarded on the basis of the centre assessed grades (CAGs), which were submitted by the school to the examination boards. This followed an instruction in March from the Secretary of State for schools to submit these grades, following the cancellation of exams this year due to the COVID-19 pandemic. As things stand, BTEC qualifications have still been awarded based on statistical standardisation by the exam boards, but this may be reviewed for some BTEC qualifications.

OFQUAL published detailed criteria on how schools should form the centre assessed grades using a range of information, which subject teams then used to form a professional judgement as to what they felt a student would have achieved if the exams had gone ahead. The evidence used was different for each subject, but examples of evidence used include performance on mock exams, practical work, non-examined assessments (NEA), classwork and homework, and the historic rates of progress made by previous cohorts between March and June. Where students were entitled to a reasonable adjustment that had been agreed by the boards, this was also included in the judgement.



These judgements were then scrutinised by leaders, who discussed the evidence and justification for each grade across the subjects, to ensure that each one was a fair, reasonable and carefully considered judgement which reflected the most likely grade a student would have gone on to achieve. The centre assessed grades which were submitted are, therefore, not the sole responsibility of any individual teacher, but the product of a rigorous internal quality assurance process.

As a result, we are confident in the grades which entered on behalf of students, with our outcomes reflecting the strong outcomes seen over the last few years.

### **Appeals**

Current guidance from OFQUAL states that, given the exceptional circumstances, the normal appeals procedures will not take place this year. As such, there is currently no opportunity for students to challenge their centre assessment grade or the process used in determining this grade by the school.

The exceptions to this are as follows:

- Centres can appeal to the examination board where they have identified a clerical error in the submission of grades to the awarding bodies, or where there is concern that an error has occurred in the processing and awarding of the final grade by the awarding body. Students can make a request to the school to check whether such an error has occurred.
- Candidates who have evidence of bias or discrimination by the school in the generation of the centre assessed grades have the ability to raise this with the school through the complaint procedure (which is available on the “Policies” section of the school website). Candidates can also pass this evidence directly to the examination board for investigation.

Both exceptions are very limited in their scope and require clear evidence for them to be taken further. Exam boards will not consider appeals from candidates directly. If you believe that you have grounds for an appeal under these two exceptions, please make an appointment with a member of the senior leadership team, following the instructions below.

Students who are unhappy with their grades do have the opportunity to take these examinations in the autumn, which the school will support with. Further details are given later in the letter.



## **Support and queries about results**

Despite results being released electronically or by post, we are committed to supporting students who may have queries about the results or their progression onto the next steps of education, employment or training.

This support will be available in the form of face to face meetings, which can be booked on the Parents evening booking system. Please do not request appointments by e-mail, as staff e-mail addresses have changed over summer and staff will not yet be monitoring the new accounts.

To use this system visit <https://templemoor.parentseveningsystem.co.uk>. You will need the following details, to log in to the system:

- Student's First Name
- Student's Surname
- Student's Date of Birth

To be able to support you, please ensure you book a meeting with the most appropriate member of staff by choosing the most appropriate named event on the system (these will appear multiple times as each repeated event represents appointments available on different days, but only one appointment needs to be made):

- a). "Y11 meetings – TMHS 6<sup>th</sup> form" – Book an appointment in this event if you would like to discuss your progression into our sixth form with a Post 16 leader, as per the guidance later in this letter.
  - b). "Y11 meetings – Progression to college" - Book an appointment in this event if you would like to discuss progression to another sixth form college.
  - c). "Y11 meetings – Careers advice" – Book an appointment in this event if you wish to receive some careers advice with Mrs Pasfield.
  - d). "Y11 meetings – Grade queries" – Book an appointment in this event if you have any further queries regarding your grades and would like to make an appointment with a senior leader in school: Mr West; Mr Huddleston; Mr Hudson; Mr Beecroft; Mrs Britton; Mr Lawrence.
- If you require support with logging onto the system, please use the messaging function on the MyEd app.



If you do request an appointment, all students and parents/carers must adhere to COVID-19 regulations whilst on site. This means that you should not attend if you are displaying symptoms of COVID-19. Please arrive at your allotted time, use the facilities in reception to wash your hands for 20 seconds using soap and remain socially distant from other visitors or staff members. You will be met in reception and escorted to an office within school. Only those required to be in the meeting should attend, to minimise contact.

### **External support**

In addition to the support being offered by the school, the following helplines are available to provide guidance on appeals or what the next steps might be for students:

National Careers Service Exam Results Helpline – 0800 100 900

OFQUAL Helpline – 0300 303 3344 or e-mail [public.enquiries@ofqual.gov.uk](mailto:public.enquiries@ofqual.gov.uk)

### **Sitting exams in autumn**

For candidates who feel that the awarded grade is not a true representation of their ability, there will be an opportunity provided to take examinations in autumn for all subjects. These exams will take place during the autumn term, between Monday, 2 November and Monday, 23<sup>rd</sup> November. Students can select which subjects they wish to sit exams in (if any), but they must sit all papers for that subject. These exams will be paid for by the school, with support from a Government fund.

The deadline for exam entries to be submitted to exam boards is **9:00 am on Friday, 18 September**. Any student wishing to undertake resits must make this request in writing by contacting our Examinations officer (Zoe Senior) at [z.senior@tmhs.co.uk](mailto:z.senior@tmhs.co.uk), as soon as possible. Please only use this e-mail address to request autumn exam entries, and use the Parents evening booking system to book meetings to discuss any other queries.

### **TMHS Post 16**

The [tmhs.co.uk](http://tmhs.co.uk) website has the Post 16 Prospectus with our course offer and course specific GCSE and BTEC entry requirements. To progress to Post 16 at Temple Moor, all students need to have 5 GCSEs at grade 4 or above or the equivalent BTEC grade. Each course has individual entry requirements that are outlined on the subject pages. Any student joining Post 16 education who doesn't have a grade 4 in English Literature or Language, or maths will need to re-sit that qualification. All applicants to Year 12 will be required to attend school, in the main hall, on Tuesday, 8 September at the following times:

- Surnames beginning A-L – 10 am
- Surnames beginning M-Z – 11am



During this meeting, you will be given an individual interview time with one of the Post 16 Team during the week starting 7 September and will also have transition work to complete for chosen subjects (available on Classcharts). The Year 12 term will start on Monday, 14 September.

If you have applied to TMHS Post 16, met the Post 16 and course entry requirements and don't want to change course, we look forward to seeing you on Tuesday 8<sup>th</sup> of September.

If you have applied to TMHS Post 16, met the Post 16 entry requirements but want to make a course change, you should make an appointment to see Mrs Pearson or Mrs Cuddy on Friday, 21 or Monday, 24 August to discuss this using the Parents evening booking system. We will do all we can to accommodate students' requests if they have met the course entry requirements and there is capacity on the course. If a course is full, we will create a waiting list and update you in September.

If you haven't applied to TMHS Post 16, have met the entry requirement of Post 16 and the courses you are interested in, and now want to, please make an appointment to see Mrs Pearson or Mrs Cuddy on Friday, 21 or Monday, 24 August to discuss this. If you are unable to do that then please ring 'Post 16 Admin' (extension 250), leaving your name and mobile number. You will then be given an appointment time with Mrs Pearson during the week beginning 7 September to discuss your options. You will also be required to attend on Tuesday 8<sup>th</sup> September at the time stated previously in this letter. We will do all we can to accommodate students' requests if they have met the course entry requirements and there is capacity on the course. If a course is full, we will create a waiting list and update you following your appointment.

### **Applications to other colleges**

For any students enrolling at Leeds City College, you will be contacted over the next few days by them, using the e-mail address you used to apply, with information on how to enrol. If you have any queries about enrolment, your place or your course, you can e-mail Leeds City College at [contactleedscity@collegehome.org](mailto:contactleedscity@collegehome.org)

For students who have applied to Leeds College of Building, they are enrolling students either electronically or on the first day of college. Information will be sent directly to you via the e-mail address you used to apply. For more information to support with the transition to the college, there is a dedicated web page with relevant information [www.lcb.ac.uk/student-life/starting-at-Lcb](http://www.lcb.ac.uk/student-life/starting-at-Lcb). For specific queries about your place or course, call the Admissions Team on 0113 222 6002.

Mrs Pasfield is also able to support you in making queries, if you e-mail her at [d.pasfield@tmhs.co.uk](mailto:d.pasfield@tmhs.co.uk)



I hope that this information helps to address any questions you may have. As always, we are very proud of the achievements of all of our students and we hope that you are pleased with your results, but we continue to support if you have questions or need further help.

To those Y11 students not returning to our sixth form in September, on behalf of all the staff, may I wish you every success in the future and we look forward to hearing about your future achievements.

Yours sincerely

Mr M West  
Principal