

HENDON SCHOOL

Headteacher: Ms Rhona Povey
Golders Rise, London NW4 2HP
Website: www.hendonschool.co.uk



Telephone: 020 8202 9004

Fax: 020 8202 3341

Email: info@hendonschool.co.uk

'Learning Together Across the World'

Post Result Procedures & Appeals Policy for Summer 2021

Due to the exceptional circumstances in place this year, the responsibility for calculating grades for students has been under-taken by schools. Hendon School has applied rigorous, evidence-based process to ensure that the student grades are a fair reflection of what each student would have received had they sat public exams as usual this summer.

The outcome of grades has been concluded using a range of evidence as outlined in our centre policy which has been approved by the examination bodies.

Appeals Process

Your subject teacher has been trained on how to determine your teacher-assessed grade. There are checks in place to make sure their judgement was as fair and consistent as possible.

Below is a summary of the appeal process this year:

- Stage One - Centre Review (*this must be completed before moving to Stage Two*)
- Stage Two - Awarding Organisation Appeal.

It is important to note that your grade can go UP, DOWN or NO CHANGE. Once you have received your appeal outcome the grade **CAN NOT** be reviewed.

Stage One- Centre Review

Hendon School will check whether we made a procedural error, an administrative error, or both. A procedural error means a failure to follow the process set out in the centre policy. An administrative error means an error in recording your grade or submitting your grade to the awarding organisation. You must request a centre review before you can request an awarding organisation appeal. This is so the awarding organisation is certain that your grade is as Hendon School intended.

Stage Two- Awarding Organisation Appeal

You can ask the awarding organisation to check whether Hendon School made a procedural error - or whether the awarding organisation itself made an administrative error. You can also ask the awarding organisation to check whether the academic judgement of Hendon School was unreasonable, either in the selection of evidence or the determination of your grade.

Appeal Deadline

Centre Review: Priority (University applications ONLY) *13th August*

Non- priority *1st September*

Awarding Organisation: Priority (University applications ONLY) *20th August*

Non- priority *15th September*

Once you have received the outcome of your centre review by Hendon School, if you wish to request an awarding organisation appeal you should do so as soon as possible. Hendon School will submit this on your behalf.

Please email your appeal request to Mrs Patel exams@hendonschool.co.uk. In the subject line please include your full name, registration group and candidate number (*found on your statement of results*).

Autumn Series of Examinations

Students are permitted to take a resit exam in the autumn term: The exam boards have announced that a full series of exams will be available, which will take place from 4th–21st October for A Levels and 1st November– 1st December for GCSE exams.

Any student considering this option should email Mrs Patel exams@hendonschool.co.uk with the subject line Autumn Exam Series for further details. Note that any entries for the Autumn series need to be submitted by 6th September for A Levels and 30th September for GCSE exams.