



Reviews Procedure for Centre Determined Grades

Please read this procedure in conjunction with the WJEC document 'WJEC guidance on Centre Reviews and Appeals 2021,' which can be found on the school website.

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1. What can be reviewed

The WJEC guidance is very clear on what a learner can ask to be reviewed upon receiving their Centre Determined Grades on June 23rd.

Learners may request a centre review and subsequent appeal to the WJEC where they believe an error has been made in determining their grade.¹

The guidance further explains that request for a review can only be based on the belief that there has been an error made in the process of compiling the agreed evidence to arrive at the final Centre Determined Grade, and on the belief that this error has had an effect on what the overall grade is.

A review cannot be requested to have pupil work re-marked. A review cannot be requested to include or remove evidence from the decision making.

Learners are not able to negotiate which evidence is included in the range of evidence used to determine their grades. This is not an opportunity for a learner to request that an assessment is replaced with an alternative assessment. Qualification grades in summer 2021 are determined on holistic judgements via a grade based system rather than a mark based system. Schools and colleges are not expected to remark assessment(s).²

2. What are the possible outcomes?

¹ WJEC Guidance on Centre Reviews and Appeals 2021

² WJEC Guidance on Centre Reviews and Appeals 2021



The possible outcomes of a Centre Review are that:

- The grade awarded may go down
- The grade awarded may stay the same
- The grade awarded may go up

A request for a Centre Review of a grade must be made by **Friday July 2nd 2021**. Requests made after this deadline will not be accepted.

Learners must be allowed 5 working days from receiving the information to submit their request for a centre review.

The centre must set a deadline for learners to request a centre review. The centre must notify learners that requests made after its deadline will not be accepted.³

Once the Centre Review is completed, there is no further appeal to the school. The next stage is to make a WJEC Stage 2 Appeal.

Mr Maughan will be overseeing the Centre Reviews process

3. What are the next stages?

If you are dissatisfied with the outcome from the Centre Review, and believe that there is still an unresolved error which is affecting a grade decision. The next stage is to escalate the situation to a WJEC Stage 2 Appeal.

This appeal must be submitted by the school on behalf of the learner. The WJEC will only accept an appeal request that comes from a school and has already been through a Centre Review.

These are the grounds upon which a learner may submit a Stage 2 Appeal:

- A centre administrative or procedural error – The school has failed to follow its Centre Assessment Policy and it has affected a grade
- The grade is unreasonable – The final grade awarded is not a fair reflection of the agreed evidence
- WJEC made an error – The WJEC have awarded a different grade on August the 10th / 12th to the one the School submitted on July 2nd

³ WJEC Guidance on Centre Reviews and Appeals 2021



Following this stage, the third stage is a EPRS run by Qualifications Wales, who will check that the WJEC followed its procedures appropriately. It will not review school systems or outcomes.

4. How to request a review

Here is a summary of the process to follow if you believe there has been an error which has affected the final outcome for a grade:

1. Review the Decision Making Record and look at the explanation for the grade awarded. Schools have to release these Decision Making Records. Learners have 48 hours to request a Decision Making record according to WJEC policy. **Bassaleg are releasing all Decision Making Records with the Centre Determined Grades on 23rd June 2021**

If a learner considers that an error has been made in determining their grade, they should request and consider this information. The centre must allow learners 48 hours from the time they receive their provisional grade to request the information.⁴

2. If having reviewed the Decision Making Record the learner believes that there has been an error which has had an effect on the accuracy of a grade, the learner must request a **Stage 1 Centre Review**.
3. To submit the request the learner must complete the Stage 1 Review Application Form⁵ and email it to the school at examresults@bassalegschool.com. The school will only accept emailed review forms that come from the learner's Hwb account as the learner themselves must give permission in acknowledgment that a possible outcome of the review may be the grade going down.
4. Applications for a Centre Review must be submitted by **4.00 on July 2nd 2021**
5. Upon receipt of the application Mr Maughan will conduct an investigation into the decision making process that led to the grade in question being awarded, and will review whether or not the Centre Assessment policy was appropriately followed.
6. If there is a change to the grade Mr Maughan will inform the WJEC and the change will be reflected in the final exam certificates issued on 10th / 12th August 2021.
7. Mr Maughan will write to the learner to notify them of the outcome of the review.

⁴ WJEC Guidance on Centre Reviews and Appeals 2021

⁵ The form is found on the school website 'Centre Determined Grades Summer 2021 / How to Request a review of an Awarded Grade.'



8. If the learner does not agree with the outcome there is at this stage no further appeal at school level, the next stage is a **WJEC Stage 2 Appeal**.
9. To request a WJEC Stage 2 Appeal, the learner must complete the Stage 2 Review Application Form and email it to the school exams email address: examresults@bassalegschool.com. Again, this must be from the learner's Hwb account.
10. The school will supply the WJEC with the appeal request, the learner's Decision Making Record, and the assessment evidence which was used to make the grading decision.
11. The WJEC will inform the school of whether or not the appeal has been 'upheld,' or 'not upheld,' which we will in turn inform the learner.

5. Reviews and university or further education places

Should a grade which is under review put a learner's university or further education pathway place in jeopardy, these will be prioritised by the WJEC if they go as far as a WJEC Stage 2 Appeal.

If a learner is taking an appeal to the WJEC as they are dissatisfied with the school response, then they must tick '**yes**' that it is a priority appeal on the Application for WJEC Stage 2 Review Form.

- Key Stage 5 priority appeals with the WJEC will take place between **10 – 23 August**
- Key stage 5 non-priority appeals with the WJEC will take place between **10 August and 17 September**

6. Overview of dates

Bassaleg School releases Centre Determined Grades and Decision Making Records for pupils	23.6.21
Deadline for requesting a Stage 1 Centre Review	2.7.21
Bassaleg School sends provisional grades to WJEC	2.7.21
Any changes to grades after reviews to be sent to the WJEC	20.7.21
AS and A Level results day	10.8.21
GCSE results day	12.8.21
WJEC consider Stage 2 Priority Reviews (KS5)	10 – 23.8.21
WJEC consider Stage 2 Non-Priority Reviews (KS4)	10.8.21 – 17.9.21
WJEC consider Stage 2 Key Stage 4 Reviews	24.8.21 – 21.9.21