

17<sup>th</sup> July 2020

Dear Parent/Carer

Thank you for confirming that your son/daughter is able to receive their exam results via their personal email address. If you experience any problems with receiving communication to this email address before results day on the 20<sup>th</sup> August 2020, please email [examresults2020@brittons.havering.sch.uk](mailto:examresults2020@brittons.havering.sch.uk).

Below are some answers to questions that you might have about their results and some supporting information that explains the process that we went through in order to calculate the centre assessed grades. The centre assessed grades have all been sent to the relevant exam boards and are currently undergoing their standardisation process.

We would like to remind you that a hard copy of your statement of results will be posted on Results Day. Please ensure the academy is aware of any change of address.

Finally, we would like to wish you and your family a happy and healthy summer. We look forward to sharing your son/daughter's successes and supporting them with any queries you may have regarding your results. Please see the frequently asked questions below for details for how to contact us for support.

Yours sincerely



Will Thompson  
Principal



Martine Purton  
Examinations Officer

## **FREQUENTLY ASKED QUESTIONS**

### **How were my grades calculated?**

Schools were asked to consider classwork, homework, assessed work, PPE results, Non-Examined Assessments and general progress throughout each GCSE course. We then provided two pieces of information, the grade they believe you would have got if the exam had taken place and a rank order within each grade. These grades and rank orders were standardised within each department, checked by the Head of Department and their Senior Leadership Team line manager and separately checked by the Senior Leadership Team and the Principal. The exam boards then standardised grades across all schools and colleges using the rank orders to make any adjustments deemed necessary.

### **Are my grades as valid as previous year's when exams were taken?**

Please rest assured that your grades will look no different to grades submitted in previous years and they will have equal status with universities, colleges and employers, to help you move forward in your life as planned.

### **What happens if I cannot get into my choice of sixth form?**

Please speak to all the education establishments that you have applied to, they may be able to offer you alternative courses and will advise you further. If you are unable to get into any of your choices, please ring alternative sixth forms and colleges to see if they can offer any courses. Havering Sixth Form and Havering College guarantee all Brittons students a place for September; if in doubt contact them to see what courses they can offer based on the grades you have been awarded. Additionally, our careers co-ordinator is available and you can contact Mrs Hissey by email [hisseyp@brittons.havering.sch.uk](mailto:hisseyp@brittons.havering.sch.uk). Alternatively, if you wish to speak to someone at Brittons, please remember that SLT will be available for individual meetings on Thursday 20<sup>th</sup> and Friday 21<sup>st</sup> August. Meetings can be booked via the school reception on 01708-630002 on 20<sup>th</sup> and 21<sup>st</sup> August 2020 between 8.30am – 3.00pm.

### **What can I do if I think I have been given an unfair grade?**

If you think your grade is incorrect, you can ask us to check the centre assessed grade sent to the exam board. You will also have the opportunity to sit exams in the Autumn Term (see below). Any concerns you have about the fairness of your grade should be emailed to [examresults2020@brittons.havering.sch.uk](mailto:examresults2020@brittons.havering.sch.uk) so that a member of the exams team can contact you to discuss your concerns.

### **What do I do if I want to re-sit certain exams?**

Exams will be available for students to sit during November. Results for these exams will be available in January for English and Maths and February for all other GCSEs. These will take place at your original exam centre i.e. Brittons in your case. If you want to sit an exam you must let us know in writing detailing which subjects you wish to sit. These requests must be signed by the student and posted to the school for the attention of the Exams Officer and must be received by us before the 16th September 2020.

### **If I sit the exam in the autumn and get a lower grade than my original grade, which one will count?**

The best grade out of the two is the one that will count.

### **Can I see the grades submitted by my school?**

Yes. Once GCSE grades have been published you will be able to ask what grade you were awarded by the school but you cannot ask for this grade to be changed or reconsidered. You will be emailed a form on results day which needs to be completed, signed by the student and returned to Mrs Purton or handed into reception. Copies of this form can be collected from reception if you are unable to print your own.

### **When can I pick up my certificates?**

Certificates are normally delivered to schools by November. Pupils are normally able to come into school and pick up their certificates from the 15th November onwards. This year it will depend on the current situation, government guidelines and further information will be available on our website.

### **I really need to speak to someone urgently?**

Please feel free to email your questions to our exams team on [examresults2020@brittons.havering.sch.uk](mailto:examresults2020@brittons.havering.sch.uk) . Alternatively, you can email to arrange a telephone consultation for advice and guidance. Emails need to be received from your student's email, not your parents, unless you have given us permission to use their one. Please include your name, contact details and a brief outline of your enquiry.

### **SUPPORTING INFORMATION**

The Centre Assessed Grades were calculated and moderated in the following way:

1. Teachers were asked to use a full range of assessment evidence in order to work out a grade for each pupil. This grade was an estimate of what would have been a plausible result for each pupil, had the exams been sat in the summer, using the evidence that was available. The evidence used included PPE marks from December and February, assessed class and homework tasks, non-examined assessments, exam components that had already been completed and work from the previous academic year. No single piece of data was allowed to dictate the grade.
2. These grades were then moderated by the Head of Department to ensure that they were fair and accurate across the cohort.
3. The moderation process used, along with the grades, for each department was checked by the relevant senior line manager.
4. Once the moderated grades had been agreed, Heads of Department worked with teachers in order to rank the students within each grade from most to least secure. Exam board regulations stipulated that each student had to have an individual rank; there could be no tied rankings.
5. The grades were sent to FFT, Fisher Family Trust, who moderated the grades in line with Ofqual's advice that the centre's grades be looked at in relation to the ability level of the cohort on entry and the performance of the centre in the previous two years.
6. Utilising the FFT guidance, the grades and rankings were then reviewed by the Principal and the SLT for the final time. Results were reviewed to ensure that they were plausible, free from unconscious bias and realistic in relation to student and school prior performance. Where necessary, grades were sent back to Heads of Department to be reviewed. In these instances, the grades were again checked by the Principal and SLT.
7. The final Centre Assessed Grades and rank orders were supplied to the relevant exam boards before the published deadline.