

5 November 2021

Dear Students, parents and carers

Re: Unit-level Teacher Assessed Grades for Y13 students studying WJEC courses in Criminology and Medical Science

We are now pleased to be able to formally release the U-TAGs that we have submitted for students studying WJEC courses in Criminology and Medical Science. These grades and information on what evidence has been used to generate has been shared with students.

Do students have the option to sit an exam and/or controlled assessment this year if I they wish to improve their grade for a particular unit?

For WJEC Criminology, it is possible for students to sit an external exam for Unit 2 and/or controlled assessment for Unit 1 this academic year (January 2022). Students who wish to be entered for a resit should speak to their teacher if they have not done so already. The deadline for this is Thursday 11th November 4pm.

For WJEC Medical Science, it is possible for students to sit an external exam for Unit 1 this academic year (June 2022). Students who wish to be entered for a resit should speak to their teacher if they have not done so already.

What if a student wishes to appeal the U-TAGs that have been submitted?

Only a student may submit an appeal. An appeal cannot be submitted by a parent or carer. Any appeals, complaints or concerns about grades awarded this summer will be dealt with in their entirety via the appeals mechanism, determined by the awarding body, WJEC.

There are two stages to appeals:

• *Stage 1 Centre Review*

If you think your grade is wrong, you should first ask the college to check whether it made a mistake in determining or submitting your grade – this is called a Stage 1 Centre Review. To request a Stage 1 Centre Review you must complete an online form that can be accessed at <https://forms.office.com/r/XQ34aMvkMa>

The deadline for requesting a Stage 1 Centre Review is **Friday 12th November 2021**.

If we identify a mistake, we will submit a revised grade to the exam board to consider. Please note that your grade may go down, remain unchanged, or go up as a result of a Stage 1 Centre Review.

• *Stage 2 – Appeal to the Awarding Organisation*

If the college doesn't identify an error but you still believe that your grade is wrong, you can ask the college to submit a formal appeal to the exam board for you. You cannot request a Stage 2 Appeal until a Stage 1 Centre Review has been completed. We will provide a student with a link to a form requesting a Stage 2 Appeal after a Stage 1 Centre Review that has been requested has been completed.

After a Stage 1 Centre Review is completed, a student may request a Stage 2 Appeal to WJEC on any of the following grounds. Students will be asked to provide information to support the appeal.

1) Administrative error by the awarding organisation (exam board)

2a) Procedural error

This is when you believe the college made a procedural error that has not been corrected during a stage 1 review, or the college did not conduct its review properly and consistently

2b) Issues with access arrangements / reasonable adjustments and/or mitigating circumstances

3a) Selection of evidence

This is when you believe there was an error in determining what evidence to use to determine a grade

3b) Determination of the Teacher Assessed Grade

This is when you believe that the college did not exercise reasonable academic judgement when determining the grade from the evidence available. The awarding organisation will consider whether a grade needs correcting. As a result of a Stage 2 Appeal your grade may go down, remain unchanged, or go up.

We would encourage any students who are planning to submit an appeal to also request a resit should their appeal be unsuccessful or in case the result of the appeal is not known before the student is due to resit the exam and/or controlled assessment.

With best wishes



Vicky Marks
Principal