



# St Michael's Catholic College

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[www.stmichaelscollege.org.uk](http://www.stmichaelscollege.org.uk)

Principal: Ms Felicity Corcoran

Vice Principal: Ms Charlotte Sayed

Vice Principal: Ms Kathleen Faherty

13<sup>th</sup> July 2020

Dear Parent/Guardian,

## **RE: Year 13 – GCE Exam Results Day Thursday 13<sup>th</sup> August 2020**

Your child's GCE (A Level or CTEC) results will be ready for collection at the college on **Thursday 13<sup>th</sup> August 2020 from 9am-1pm** and any uncollected results will be sent out by post.

On the day, students will collect their results from allotted stations according to their surname with designated entrances. This is to ensure social distancing can be adhered to which students must abide by whilst on site to ensure they are fulfilling the government's rules in ensuring Covid-19 does not spread. Please be aware that only one family member will be able to accompany your child to collect their results. It is also important that students and families ensure social distancing on the way to and from the college and don't pose a health and safety risk to themselves, their families and others risk by gathering outside the college gates or in the local area before or after the collection of the results.

**Year 13 UCAS application queries:** Ms Corcoran, Ms Sayed and the Heads of Sixth Form will be available to provide support for any queries regarding UCAS offers on **Thursday morning from 9.30am onwards once your child has collected their results.**

**We have also enclosed information explaining the rigorous process for generating students' centre assessed grades, the standardisation and moderation process undertaken by the exam boards and the procedure for appealing a grade through entry into the October examinations series. It is vital that all students and parents/carers read this before results' day**

Please be aware that students will only receive their results once their Chromebook (including charger and key) and textbooks have been returned to the college. Students can return their equipment on **Wednesday 15<sup>th</sup> July 2020 between 10am and 2.30pm or on results day** in order to ensure that they will receive their results on time.

If there are any queries with the collection of results, please contact Mr Hurley (exams officer) at [Andrew.Hurley@stmichaelscollege.org.uk](mailto:Andrew.Hurley@stmichaelscollege.org.uk)

The college would like to thank you for your support over the last 2 years during your child's time in the Sixth Form. We wish you a restful and safe summer.

Yours sincerely,

Ms T. Rughooputh  
Head of Sixth Form





## College process for calculating Centre Assessed Grades for submission to exam boards

The grade that you will receive on results day is a Calculated Grade. These have been formulated through two stages, one completed by the college (Centre Assessed Grades) and the other by exam boards under guidance from Ofqual –: the calculated grade.

### Stage 1: Centre assessed grades.

These grades were calculated by the college using grades from existing internal assessments. The college followed a robust, rigorous and transparent system as outlined in summary below. Internal quality assurance means that the grades are not the sole responsibility of any individual teacher. Ofqual required grades to be submitted along with a rank order within each grade.

- **Step 1: Award of provisional grades**

This was a department led process using internal subject assessments, baseline attainment data and progression rates of previous cohorts within the same subject/course. The same system was used within all departments in order to achieve consistency across the college.

- **Step 2: Statistical checking and internal moderation**

This process was undertaken by middle and senior leaders and aimed to identify and correct anomalies and inconsistencies, if these were identified.

Within this stage of the process, heads of department completed the same grading exercise independently of the class teacher and without the prior knowledge of the individual students using a separate spreadsheet on google drive. This step was called ‘blind grading’ and where heads of department taught the group and are single teacher departments, names were removed from the data to ensure objectivity. Centre assessed grades were agreed between the provisional grades and the head of department ‘Blind grades’.

- **Step 3: Rank Ordering**

The final step was undertaken in departments with support from SLT, making use of the information from step 1 (particularly using marks from internal Year 11 and Year 13 assessments) to ensure that rank ordering within any one grade was accurate.

These grades and the rank ordering were submitted to exam boards.

### The process for creating calculated grades:

Exam boards, with Ofqual were responsible for this stage of the process

The standardisation model developed by Ofqual and the exam boards is statistical; based on performance within each subject over a number of years both within the college and nationally and may not reflect the grades submitted by the centre. This standardisation process applied by the exam boards ensures that grades awarded this year are consistent with those awarded to other cohorts in other years. It is a rigorous process which means that grades awarded this year are as valid as in any other year.

Should you require a more detailed explanation of the college internal process for awarding centre assessed grades and rank ordering, this will be available from 14<sup>th</sup> August for A ‘level/CTEC and 21<sup>st</sup> August upon request for GCSE.



## Procedure for the Release of Centre Assessed Grades



**Guidance for parents and students in relation to the college's procedure for releasing the Centre Assessed Grades (CAG) of individual students, which can be made available on request.**

You may wish to have a copy of your Centre Assessed Grades after you have received your Calculated Grades on results' days.

The process for this will only be carried out in writing via an email to Ms Faherty (Vice Principal) [K.Faherty@Stmichaelscollege.org.uk](mailto:K.Faherty@Stmichaelscollege.org.uk) between **9.00am and 5.00pm** on:

- 14<sup>th</sup> – 17<sup>th</sup> August for A Level/CTEC requests
- and
- 21<sup>st</sup> – 24<sup>th</sup> August for GCSE requests

**Please note we will not be able to share these grades on the actual A' Level/CTEC or GCSE results days**

- For data protection reasons, requests for Centre Assessed Grades **must be made by students only** and we will be unable to respond to any requests made by students' parents or carers.
- Requests must be made by students sending an email from their St Michael's College email account (requests from any other account will not be accepted).
- Ms Faherty will respond to your Centre Assessed Grade request by email within 24 hours of your request.
- Requests for rank ordering information may take a little longer to process as we are awaiting on further guidance from Ofqual about how we are able to publish this information.
- If you are unhappy with your grades, there will be an opportunity to sit examination papers in the autumn term and you should confirm by email to Ms Faherty if you would like to be entered for the autumn examination series. Further information will then be provided.