



St Michael's Catholic College

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www.stmichaelscollege.org.uk

Principal: Ms Felicity Corcoran

Vice Principal: Ms Charlotte Sayed

Vice Principal: Ms Kathleen Faherty

Year 11 Results day: Key Information

Your child's GCSE results will be ready for collection at the college on **Thursday 20th August 2020** and any uncollected results will be sent out by post.

Students/family members must not come to the college if they have any Covid-19 symptoms, are quarantining due to a recent positive test or someone in their household testing positive, or if they have recently returned from a country on the foreign office list within a statutory quarantine period.

On the day, students are invited to collect their results at the following allotted times:

Students with surnames **A-C** 8:30-9:30am

Students with surnames **D-K** 9:30-10:30am

Students with surnames **L-O** 10:30-11:30am

Students with surnames **P-Z** 11:30am-12:30pm

It is important that students arrive as per the times above to ensure social distancing can be adhered to and 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 a student to collect their results. We know students often like to celebrate exam results by taking group photos, hugging friends etc but unfortunately due to the pandemic this will not be possible or allowed this year. It is also not acceptable for students or parents to congregate outside the college or in and around the local area as it poses a public health risk.

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

Please note that following the announcement by the Department of Education on Monday. Students will be now be awarded their Centre Assessed Grade or if it is higher the standardised exam board grade as their final GCSE grade. These results have now been combined meaning students will receive one final set of GCSE results only.

We have also enclosed information explaining the rigorous process followed by the college for generating students' Centre Assessed Grades and the procedure for appealing a grade through entry into the autumn examinations series. **It is vital that all students and parents/carers read this before results' day.** Any student who has a concern about their Centre Assessed Grades will be able to make a query about their grade and/or request to be entered for the October examination series. **from 9am on Friday 21st August** by following the procedure detailed below.

Please note staff at the college will NOT be able to enter into discussions/respond to queries about Centre Assessed Grades on results' day.

Sixth form enrolment will take place for INTERNAL students who have applied to the Sixth Form and met their conditional offer following the collection of their GCSE results.





College process for calculating Centre Assessed Grades

The grade you will receive on results day will be the Centre Assessed Grade or if it is higher the standardised exam board grade. The Centre Assessed Grades have been formulated through a rigorous process in line with Ofqual requirements.

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.

- **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: Signing off**

Final checking by SLT and the Principal to ensure all departments followed every aspect of this process fairly and consistently. All grades and the rank ordering were signed off by the Principal ahead of final submission to the exam boards.

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 and 21st August upon request.



Procedure for Enquiries about Centre Assessed Grades



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

You may wish to enquire about your Centre Assessed Grades or the possibility of being entered for the Autumn GCSE examination series after you have received your GCSE results.

The process for this will only be carried out in writing via an email to Ms Faherty (Vice Principal) K.Faherty@stmichaelscollege.org.uk between 9.00am and 5.00pm from 21st to 24th August.

Please note staff at the college will NOT be able to enter into discussions/respond to queries about Centre Assessed Grades on results' day.

- For data protection reasons, requests for a copy of a full set of Centre Assessed Grades **can be made by students only** and we will be unable to respond to any requests made by students' parents or carers.
- These 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 enquiry by email within 1 working day of your request.
- If you are unhappy with your grades, the only procedure for appealing is through entry into the autumn examinations series. You should confirm by email (from your college email account) to Ms Faherty if you would like to be entered for the autumn examination series. Further information will then be provided.
- Any complaints about the college process for awarding centre assessed grades must be made in writing in line with the college complaints' policy and you should inform Ms Faherty in writing via email should you wish to make a complaint and she will provide details about the college complaints' process.