August 2021

Dear students, parents and carers,

Congratulations! It has been a difficult year with many disruptions and your grade is a reflection of all the hard work you put in.

As you know, exams this year were cancelled by the government in January and replaced by a process of Centre Assessed Grades (CAGs) in order to grade students. The CAGs we submitted were in line with our Centre Policy, which was approved by the exam boards and can be read [here](https://www.clrchs.co.uk/wp-content/uploads/2021/04/Summer-2021-JCQ-Guidance-Centre-Policy-Cardinal-Langley-RC-High-School.pdf). We also had to send a sample of our evidence and grading to the exam boards as part of quality assurance check.

If you are unhappy with your grade, you should first speak to Mrs Barton. If you wish to appeal your grade, you should follow the appeals process set out [here](https://www.clrchs.co.uk/parents-students/exam-information-for-candidates/exam-policy/). All appeals requests should be sent to [appeals@clrchs.co.uk](mailto:appeals@clrchs.co.uk). The first stage of any appeal is a Centre Review, in which we will check if any administrative or procedural errors have occurred. If students remain unhappy with the outcome of centre review, they can ask that we put forward an appeal to the awarding organisation on their behalf. The deadlines are:

* Centre Review deadline for priority appeals – Monday 16th August 2021
* Awarding Organisation deadline for priority appeals – Friday 20th August 2021
* Centre Review deadline for non-priority appeals – Friday 3rd September 2021
* Awarding Organisation deadline for non-priority appeals – Friday 17th September 2021

We must receive a Centre Review appeal by the deadline before we can progress it to an awarding organisation appeal.

Priority appeals are only for A-level students who have not met the conditional offer of their firm choice of university; in which case they should have notified their university of this.

Please note that during either of the appeals stages, results could go up or down or stay the same. You will not keep the higher of the grades, and an appeal cannot be withdrawn once a decision has been made.

Alternatively, all GCSE, AS and A-level qualifications can be resat in the autumn term. Please inform Mrs Barton if you wish to be entered for the autumn exam series. The deadline for entries is:

* A-level & Level 3 qualifications – Wednesday 8th September 2021
* GCSE & Level 2 qualifications – Monday 4th October 2021

Congratulations on your results again, and please do contact us if you have any further questions.



**Mr A Bridson**

**Headteacher**