

Appeals/Complaints Information

Candidates should read the information below together with the guides published by Ofqual ¹ if they are unhappy with their grades. If after reading this information, you feel that you still have grounds for appealing your grades please email exams@darrickwood.bromley.sch.uk with details to support your request.

Your case will be reviewed by Mr Eynon and he will contact you with the outcome.

A candidate cannot:

- appeal against their centre assessment grades and position in the rank order
- appeal because their mock result was higher than the grade awarded. The mock grade will have been taken into account with other data in deciding a candidate's centre assessment grade.

A candidate can:

- ask their centre to appeal on their behalf to an awarding body if there is evidence that leads a candidate to believe:
 - the centre made an administrative error when submitting a centre assessment grade or rank order information
 - an awarding body made a mistake when communicating a grade
- raise a complaint if they believe there is evidence of bias, discrimination, malpractice or maladministration

Darrick Wood School will:

- inform candidates of the arrangements for appeals prior to the issue of results and the accessibility of senior members of centre staff immediately after the publication of results by emailing students a copy of the *Information for candidates* and publishing all related documents on the school website
- appeal to an awarding body on a candidate's behalf if it believes the centre itself made an administrative error when submitting a centre assessment grade or rank order information or if it believes an awarding body made a mistake when communicating a grade
- where relevant, advise an affected candidate to inform any third party (such as a university or college) that an appeal has been submitted to an awarding body

Darrick Wood School will not:

- appeal to an awarding body on a candidate's behalf if it does not believe the centre itself made an administrative error when submitting a centre assessment grade or rank order information or if it does not believe an awarding body made a mistake when communicating a grade

¹ <https://www.darrickwood.bromley.sch.uk/documents/About/Exams/OfqualInformationforstudentsresults.pdf>
<https://www.darrickwood.bromley.sch.uk/documents/About/Exams/OfqualStudentGuideSummer2020.pdf>