

Academies Trust

8th Floor, Angel Square,
Manchester, M60 0AG



Dear Students, parents and carers,

This has been an unusual year in a great many ways, and you will have likely felt this more than most other year groups - we were in lockdown when normally you would have been preparing for and then sitting your examinations.

When the announcement was made to not sit the summer exams, Ofqual (the body that oversees the examination process) asked schools to provide information to the exam boards on how we felt you would perform in the final examinations. This is referred to as a **Centre Assessed Grade (CAG)**.

The exam boards then used this information, looked at everyone else's information from all the other schools nationally and worked with Ofqual to adjust the grades where they felt it was needed. This is the grade you have received as your result. It was originally intended that Ofqual would put a great deal of emphasis on the CAG, but it is likely that they might change that decision and use more of their own calculations.

Regardless, you have every right to have access to the information provided to the examination boards, as you also maintain the right to formally ask for *any* information held about you in the academy, but we wanted to make the process of asking for information about what grades we submitted to the exam board as simple as possible.

If you wish to receive a breakdown of the centre assessed grades (CAG) we submitted for you, please email the following link, from your Priesthorpe email account, to submit your request giving your full name: exam.priesthorpe@coopacademies.co.uk
You will then receive a summary with your submitted grades, which we will share with you via your school email account.

You have the option to sit any of the exams you were entered for, in November or next summer. If you would like to be entered for some or all of your exams, please complete the form available via this link [Exam Request Form](#) providing the subjects you would like to sit and when. The form is also available on the academy website. Any request must be submitted by 3pm on Friday 28 August.

There are three grounds upon which you can appeal one or more of your results; the first of these is if you think there has been an error in the way your Centre Assessed Grade(s) were submitted to exam boards. The second reason is if you believe the exam board used the wrong data when calculating your grades or have incorrectly communicated the grades calculated. This would need to be supported by clear evidence that an error has been made. The third reason is if you believe

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your final grade is below your Trial Exam assessment. If you have any questions regarding appeals or you would like to pursue an appeal then please email the following link exam.priesthorpe@coopacademies.co.uk. Any appeals must be submitted by the 28th August.

Yours sincerely,

Martin Blacoe

Martin Blacoe
Principal