



Inspire • Believe • Achieve

Dear parent/guardian,

I am writing to confirm the process for the collection of this summer's GCSE examination grades for the students of Harper Green School. Staff and Year 11 students worked exceptionally hard this year under very testing circumstances and results day is an important milestone in the lives of our students and the school as a whole. Results day this summer is the 12<sup>th</sup> August and results will be issued from 9am. Due to the Covid-19 pandemic and the continued concerns around the safety of students, parents, guardians and staff we will stagger the entry times for students to ensure that we are able to maintain a good social distance and manage numbers effectively. Please see the timetable below for the entry points for students based upon their surname's position in the alphabet and also the staff who will be in each room to support students with collecting their results. Students have been contacted with the specific timings that they should arrive to collect their results and we do ask that students arrive in good time for their allocated slot. Members of SLT will also be in school to answer any specific queries from students. Once students have collected their results at their allotted time staff will ask them to make their way outside in order to allow the next group of students to come into school and collect their results. Staff and Connexions colleagues will be on hand to answer any immediate concerns or queries and offer advice regarding college, apprenticeship and sixth form placements.

Collection room	Q3 (A-E)	Q13 (F-M)	Q11 (N-Z)
Student entry/exit	Staff steps	Main reception	Student reception
<b>9.00 – 10.00</b>	<b>M WHITFIELD K TURNER</b>	<b>NOEL HARTLEY D HODGKISS</b>	<b>CAROLINE BLEAKLEY G PRICE</b>
<b>10.00 – 11.00</b>	<b>M WHITFIELD K TURNER</b>	<b>J WHITE D HODGKISS</b>	<b>R WATSON G PRICE</b>
<b>11.00 – 12.00</b>	<b>K TURNER</b>	<b>D HODGKISS</b>	<b>G PRICE</b>

As part of the Harper Green School Centre Assessed Grade policy and with the support of the Joint Council for Qualifications, students are able to appeal GCSE and BTEC grades should they feel that there are strong grounds to do so. Please note that the appeals process could see grades moved up or down in some cases based on the assessment evidence. Where students wish to appeal a GCSE or BTEC grade issued this year, they must complete the online appeals form, which will be placed on the school website under the tab labelled "CAGs". The form is entitled "Summer 2021 Centre Assessed Grades Appeal Form" and requires students to fill in their name, form, the GCSE grade they wish to appeal and a brief summary detailing why they feel the grade should be challenged. They are also required to provide an up to date email

should they not be able to access their school email account. Harper Green School staff will oversee the appeals process in the first instance and utilise support from JCQ where necessary. The deadline for appeals to be submitted is the 3<sup>rd</sup> September and all appeals will be investigated from the 6<sup>th</sup> September and students will be contacted regarding the outcome of any appeal as soon as possible. The full appeals process can also be found on the school website under the tab "CAGs".

We appreciate all of the hard work and effort our students have put into their final year with us and staff have the utmost respect for how well students have worked under very difficult circumstances. If there are any concerns or queries in the build up to the 12<sup>th</sup> August and results day, please email [beattier@harpergreen.net](mailto:beattier@harpergreen.net) and I will reply as soon as I am able to with any information required. I hope you have a safe, relaxing summer.

Yours faithfully,

R.Beattie

Deputy Headteacher for Curriculum and Standards