



14th June 2021 / 14 fed Mehefin 2021

Dear Parent/Carer,

RE: Sharing of Year 11 & 13 Provisional Centre Determined Grades

Your son/daughter will be receiving their provisional Centre Determined Grades tomorrow for the following courses.

- WJEC GCSE, AS and A level
- Skills Challenge Certificates
- Level 2 and Level 3 Health and Social Care: Principles and Contexts (If appropriate)

Vocational subjects will receive their grades in August. Each subject grade received (where a Centre Determined Grade is required) is a holistic best-fit judgement that considered a combination of evidence based on your son/daughters demonstrated attainment in that subject. The information about the process followed and the evidence used was shared on the 25th March and 13th May.

Subject teachers have recorded the information used on an individual **Learner Decision Making Record**, one for each subject followed which then followed an internal quality assurance process.

Learner Decision Making Record:

Your son/daughter may request a copy of their individual subject Learner Decision Making Record for a specific subject by **Thursday 17th June 09.00** by completing a google form. For security reasons, they will only be able to complete the Google Form using their school Google account if they believe an error has been made. A paper request will be accepted but must be received by the same deadline, further details are outlined below. These will then be emailed to your son/daughters school email address once the request is received. The subject **Learner Decision Making Record** received is confidential between you and us (until the results are confirmed on the designated results days).

Stage 1 Centre Review and Appeal of a specific subject Provisional Centre Determined Grade:

Following receipt of the requested subject **Learner Decision Making Record** and as part of the 3 stage appeals process shared with you before half term ([Link to Qualifications Wales Learner update appeals process](#)). Your son/daughter can request a **Stage 1 Centre Review and Appeal of a specific subject Provisional Centre Determined Grade**, if they wish.

This is an opportunity to ask us at school to check a grade if they genuinely believe that an error has been made. Details of the process will be sent with any requested subject Learner Decision Making Records. Provisional Centre Determined Grade could go down, up or stay the same as a result of us conducting a review. Following Qualifications Wales guidelines please do not contact members of staff as they will not be able to discuss the process followed, give feedback on assessments or how grades have been calculated.

Please note a Stage 1 review needs to have been completed before a Stage 2 Appeal can be processed on or after the results days. All **Centre Determined Grades** shared with your son/daughter are provisional until the relevant results day when the grades will be confirmed by the exam board.



Headteacher / Prifathro: Ms C-A Morris

Tel: 01646 690021

Timeline (subject to change)

In the following table "you & your" is a reference to your son/daughter:

<p>Tuesday 15th June 10.00am</p>	<ul style="list-style-type: none"> ● Provisional Centre Determined Grades sent to the Learners Milford Haven School email address.
<p>By Thursday 17th June 09.00am</p>	<ul style="list-style-type: none"> ● Deadline for a request to Milford Haven School for a copy of a specific subject Learner Decision Making Record to be received by. Please complete a google form for the Learner Decision Making Record (s) requested. A paper request will be accepted but must include the full name of the learner, candidate number and the full title of the subject being requested e.g. GCSE Geography and be handed into the main school office by the deadline. You will need to sign to say you have handed the form in. The requested record will be emailed to your MHS school account. Details of the Stage 1 Centre Review and Appeals Request process will be included.
<p>By Thursday 24th June 12.00pm</p>	<ul style="list-style-type: none"> ● Deadline for a request for a Provisional Centre Determined Grade to be reviewed. ● One per Stage 1 Centre Review and Appeals Request form completed for each and signed by the learner. ● Printed blank copies will be available from the main school office for collection. Due to the timescales involved it will not be possible to post blank copies home. ● Please hand in the completed form to the main school office for the attention of our Examinations Officer Mrs Thomas by Thursday 24th June 12.00pm. You will need to sign to say you have handed the form in. ● Requests received after this date and time will not be accepted.. ● You will be notified of the outcome before the 9th July.
<p>10th August</p>	<p>AS & A level & Vocational Level 3 results day</p>
<p>12th August</p>	<p>WJEC: GCSE & Vocational Level 2 results day</p>

Finally, we will further communicate with you as we receive updates but, until then, if anyone has any concerns or worries, please do not hesitate to contact us on the following email addresses: Standards leader for KS4 and KS5 mgriffiths@milfordhavenschool.co.uk or jletten@milfordhavenschool.co.uk.

Yours sincerely,

Ms Ceri Ann Morris
Headteacher

Mr Jon Letten
Assistant Headteacher Data & Standards