

## Reviews of marking - centre assessed marks (GCSE controlled assessments, GCE coursework, GCE and GCSE non-examination assessments) - 2020

Loughborough Amherst School is committed to ensuring that whenever its staff mark candidates' work this is done fairly, consistently and in accordance with the awarding body's specification and subject-specific associated documents.

Candidates' work will be marked by staff who have appropriate knowledge, understanding and skill, and who have been trained in this activity. Loughborough Amherst School is committed to ensuring that work produced by candidates is authenticated in line with the requirements of the awarding body. Where a number of subject teachers are involved in marking candidates' work, internal moderation and standardisation will ensure consistency of marking.

1. Loughborough Amherst School will ensure that candidates are informed of their centre assessed marks by the date given in the table below so that they may request a review of the centre's marking before marks are submitted to the awarding body.
2. Loughborough Amherst School issue candidates with copies of assessment materials (mark schemes) during the normal process of study. These documents will assist candidates in considering whether to request a review of the centre's marking. Additional copies of these documents can be made available to candidates on request at the time that candidates are informed of their marks.
3. The request for review **must** be made in writing and state the specific grounds on which the request is being made. Requests must be received by the examinations officer by the date given in the table below.
4. Loughborough Amherst School will ensure that the review of marking is carried out by an assessor who has appropriate competence, has had no previous involvement in the assessment of that candidate and has no personal interest in the review. Please be aware that a review of marking may or may not lead to an adjustment in marks and any adjustment could entail raising or lowering the total mark.
5. Loughborough Amherst School will instruct the reviewer to ensure that the candidate's mark is consistent with the standard set by the centre.
6. The candidate will be informed in writing of the outcome of the review of the centre's marking.
7. The outcome of the review of the centre's marking will be made known to the head of centre. A record will be kept and made available to the awarding body upon request. Should the review of the centre's marking bring any irregularity in procedures to light, the awarding body will be informed immediately.

Subject & level	Marks issued by	Review request by
GCSE English – Spoken Language Endorsement	24/04/2020	30/04/2020
GCSE Art & Design – Externally Set Assignment	04/05/2020	07/05/2020
GCSE Art & Design – Portfolio	23/03/2020	07/05/2020
GCSE Design & Technology	20/04/2020	24/04/2020
GCSE Food	27/04/2020	04/05/2020

GCSE PE	28/02/2020	13/03/2020
A Level Biology - Practical Skills Endorsement	27/04/2020	01/05/2020
A Level Physics - Practical Skills Endorsement	27/04/2020	01/05/2020
A Level Art & Design - Exam	15/05/2020	18/05/2020
A Level Art & Design - Portfolio	23/03/2020	18/05/2020
A Level History	27/04/2020	01/05/2020
A Level Geography	24/04/2020	01/05/2020
A Level PE	28/02/2020	13/03/2020
A level English Literature	24/04/2020	30/04/2020
WJEC Level 3 Food Science	27/04/2020	04/05/2020
Extended Project Qualification (EPQ)	27/04/2020	04/05/2020

After candidates' work has been internally assessed, it is moderated by the awarding body to ensure consistency in marking between centres. The moderation process may lead to mark changes. This process is outside the control of Loughborough Amherst School and is not covered by this procedure.