

Priestley College
Reviews of marking – centre assessed marks
GCE coursework, GCE and GCSE non – examination assessments

JCQ and its awarding body members AQA, OCR, Pearson and WJEC state that candidates must be informed of their centre assessed marks so they may request a review of the centre's marking before marks are submitted to the awarding body

The following process is designed to meet the awarding bodies submission deadline, 15th May

1. Inform each candidate with an entry for centre assessed work of the mark awarded no later than 3 working days before final submission to the awarding body and according to the subject department's own internal standardisation process. Although, most subjects will allow five working days for students to review this mark, this date will vary depending on, the subject, the size of the cohort and the number of teachers of the subject.
2. Advise they may request copies of materials on the same day, to assist in considering whether to request a review of the centre's marking of the assessment (it is normal practice to distribute mark schemes prior to the assessment)
3. Candidates may request a review of centre's marking by emailing their Teacher directly, and no later than 2 days before final submission of marks.
4. The Curriculum Manager will select an assessor with the appropriate competence, having no previous involvement in the assessment of the specific candidate and no personal interest in the outcome of the review.
5. Instruct the reviewer to ensure the candidate's mark is consistent with the standard set by the centre; in line with the internal standardisation procedures of the subject.
6. Inform the candidate promptly by email of the outcome of the review of the centre's marking before final submission to the awarding body (15th May)
7. The Priestley College students appeals policy for Assessment decisions is available to all candidates.