

SOLIHULL SCHOOL



Guidelines on Internally Assessed Components for GCSE/GCE 2009 - 2010

Internally Assessed Marks

The Data Protection Act 1998 entitles candidates to request access to centre marks, but candidates must be made aware that these marks are subject to external moderation. Given the misunderstanding that could arise if the marks were viewed as being finalised, the School will treat them as confidential (unless explicitly requested by a candidate) until after the moderation process has been completed and final marks reported back to us.

Re-moderation of centre assessed coursework

The School can request coursework to be re-moderated by a senior moderator. The re-moderation will:

- be undertaken on the original sample of candidates' work;
- replicate the original moderation procedures;
- not be undertaken upon the work of an individual candidate or the work of candidates not in the original sample;
- not be undertaken on ephemeral material unless suitable evidence (e.g. video taping of theatrical performances) can be provided.

Coursework submitted for re-moderation must have been kept under secure conditions and not returned to the candidates.

- Candidates' consent is not required by Awarding Bodies.
- Candidates' marks may be confirmed, lowered or raised.
- Candidates' subject grades may only be confirmed or raised, but a lowered mark will be taken forward to future certification. For example, if a coursework mark which contributes to an AS award is lowered, the AS grade will be protected, but the lower mark will be carried forward to the A2 aggregation (unless, of course, the candidate(s) undertakes to submit a new piece of coursework).

Appeals Procedure for internal assessment decisions

It is expected that this procedure will be used only in exceptional circumstances.

The Procedure is outlined overleaf.

