



WEST SUSSEX COUNTY COUNCIL

# IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

**Compassion**  
**Achievement**  
**Respect**  
**Endeavour**

*The cornerstones of our  
learning community*

8<sup>th</sup> July 2020

Dear Parents, Carers and Students

I am writing with regards to results day in the summer. This is due to take place for Year 11 students on Thursday 20<sup>th</sup> August.

Results will be available for students to collect at school from 9.30am. We will have four distribution points outside the Di Gasson studio to ensure results are distributed as quickly and as safely as possible. Results that have not been collected will be made available electronically to students at 10.30am, students must check their school emails on results day for notice of this, paper copies will also be posted.

We are of course very conscious that everything continues to be different at present, this unfortunately must apply to results day as well. We hoped to be able to provide a celebration breakfast, however, with the continuing restrictions, now recognise that we are unable to do this.

In keeping with current guidance, I wanted to make you aware that teaching staff will not be present on results day. Whilst they would very much like to be there we must reduce contact and avoid people gathering in groups. You are aware that grades have been awarded in a different way this year, we have had to enter into a confidentiality agreement with exam boards and therefore cannot discuss the process or decisions we have made. We are aware that adjustments may be made by the exam boards to ensure that nationally, grades are broadly in line with those awarded in previous years. This standardisation process takes place every year but with grades and marks that we do not see prior to publication. As we have communicated to you previously we cannot, therefore, be sure that the grades we have awarded will be the grades students receive.

Members of the Sixth Form team will be available the following day, Friday 21<sup>st</sup> August, to provide advice and guidance for students if required. If any students and parents want an appointment, reception staff will be available between 10.30am and 12.30pm on results day (20<sup>th</sup> August), to make bookings, please phone the main school number. If students are awarded grades that they feel do not represent the level they are capable of, there will be an opportunity to sit exams in the Autumn period. A full range of exams will be available.

**Imberhorne Lane**  
**East Grinstead**  
**West Sussex**  
**RH19 1QY**

Tel: 01342 323562

E-Mail: [info@imberhorne.co.uk](mailto:info@imberhorne.co.uk)

[www.imberhorne.co.uk](http://www.imberhorne.co.uk)





If a student has concerns about the awarding of their grade and believe an error has been made, it is possible to make an appeal. There are two routes for this. Advice from Ofqual about appeals this year is as follows:

1. Students will be able to appeal their grades – through their school – if they believe the process this summer was not followed correctly in their case. *This will result in an examination of our internal school processes to ensure appropriate procedures have been followed.*
2. A centre may appeal to the exam board if it believes the centre itself made an error when submitting a centre assessment grade or rank order information or if it believes an exam board made a mistake when calculating, assigning or communicating a grade. *An appeal will result in a re-checking of school data to ensure no errors were made when data was submitted to the exam board.*

If you have queries about any of these matters please contact Mr D Jones, ([djones@imberhorne.co.uk](mailto:djones@imberhorne.co.uk)) prior to results day. Queries on or after results day should be directed to our exams officer Mrs K Shern ([Kshern@imberhorne.co.uk](mailto:Kshern@imberhorne.co.uk))

Your faithfully

Mr M Brown

Headteacher