

Process for preparing Centre Assessment Grading and Rank Order of General Qualifications



Before you start

- Confirm which candidates are being graded and for what subjects.
- The subject teachers will need to agree on a holistic approach to grading their candidates. There are a variety of approaches that can be taken and our additional guidance is designed to help you with this.

We will be releasing further support materials to help with rank ordering for some subjects.



Candidates do not need to continue to submit work that has been completed prior to the centre closures

Teachers do not need to consider work submitted after the closures.

[^]For those students entered for International AS/A Level exams in May/June 2020, we'll be asking centres to submit a centre assessment grade and rank order for each unit.

[^]International AS/A Level is not available in the UK



Step 1 – Grade the candidates

- Use all the evidence available to you to determine the centre assessment grade – the grade the candidate would have most likely achieved had they sat the examinations
- Consider a wide range of information where it is available such as: mock examinations results, non-examined assessments, other general records or evidence of performance across the course of study etc.



Step 2 – Rank the candidates

- Subject teachers will then rank order all the candidates by grade for each individual subject. 9–1 (GCSE and International GCSE), A*-U (A level, International AS/A Level[^]) P3-P1 (iPrimary), and S4-S1 (iLowerSecondary).
- Subject teachers will then rank order candidates in order of performance within the grades they are assigned – with the candidate 1 being the most secure, candidate 2 being the second most secure and so on.



Step 3 – Verification

- The Head of Department should review and verify the ranking across the subject area within your centre with the members of staff. After approval these should be passed to the Head of Centre.
- The Head of Centre may want to do additional checks of the centre assessment grades to ensure they fall within the previous national results in the subject and the school or colleges results in recent years, as well as considering the prior attainment of the schools' students this year compared to previous years.
- The Head of Centre should then review and verify each subject and approve the centre assessment grade.