



Centre Assessment Grade Request

Dear Student,

Windsor Academy Trust (WAT) understands and appreciates that this year is unusual due to COVID-19 and that exam grades are to be awarded in accordance with Ofqual guidance which is clearly explained in detail in their comprehensive guidance on 'Awarding grades in summer 2020', updated on 30th July, [here](#). Ofqual guidance is explained for students in 'Your results, what next?' produced on 27th July 2020 [here](#). Ofqual, in May, also produced a 'Grading in 2020' video guide for students which can be accessed [here](#).

Centre Assessed Grades (CAGs) across Windsor Academy Trust have been carefully calculated following Ofqual guidance and have been through a robust moderation process before being finalised to ensure accuracy. CAGs have been reviewed by the Subject Lead/Faculty Director, Senior Leadership Team and Headteachers in each academy and additionally have been reviewed by the relevant WAT Subject Director/Leader.

The Trust's policy is that Centre Assessment Grade will be made available for release to students after **they** have received their result by making a written request between 14th August 2020 and 3rd September 2020.

After receiving your results, if you wish to make a request for your Centre Assessment Grade/s please complete the attached and submit your request to cag@greatwyrley.windsoracademytrust.org.uk **by 3 September 2020. It needs to be signed (take a photo of the signed form and attach to your email).**

On receipt of your request you will be invited to discuss further with a member of the school's Senior Leadership Team, should you wish to do so.

Windsor Academy Trust's Privacy Notice for Older Pupils/Students can be found on the website [Policies and Privacy Notices](#). It explains how your personal data is used and outlines your rights relating to information under the General Data Protection Regulation (GDPR).

Yours sincerely

A handwritten signature in black ink, appearing to read 'I R Moreton', is written over a light blue horizontal line.

Mr I R Moreton
Headteacher

*Great Wyrley Academy
Hall Lane
Great Wyrley
WS6 6LQ*

Tel: 01922 419311



Student request for Centre Assessed Grades

Student's Name

School.....

Signed.....

Having received my results, I am making a request for my Centre Assessed Grade/s for 2020 to be made available to me for the following subject/s;