

Ysgol Greenfield School



"Opening doors to the future"

**CYNGOR BWRDEISTREF SIROL MERTHYR TUDFIL
MERTHYR TYDFIL COUNTY BOROUGH COUNCIL**

GREENFIELD SCHOOL

ACCREDITATION INTERNAL APPEALS POLICY

Rhiannon Stephens Davies, Head Teacher.
Carol Conway, Deputy Head
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**‘ Opening Doors To The Future ’
‘ Agor drysau i’r dyfodol’**

Original Completion Date

Author

January 2024

MONITORING THE POLICY

This policy will be reviewed bi-annually unless change of circumstances or legislation requires it to be amended earlier.

Signed: Date:
.....

Head teacher

Signed: Date:
.....

Chair of Governors

Review Date

Author

January 2027

Our Vision

'To open the doors to the future'

Our Mission Statement

In Greenfield we aim to create a strong sense of belonging within our pupils that extends to our families and local community. We will share in each other's successes and support each other in our aspirations to achieve. Together we will nurture confident, happy and independent pupils who show positive Greenfield values as they continue their journeys into the future.





Aims

- To develop pupils' communication skills
- To use technology to impact positively upon quality of life
- To develop pupils' independence and ability to communicate their choices
- To inspire a love for learning
- To provide a meaningful curriculum for all
- For pupils to value themselves and others
- To try new things and overcome challenges
- To foster a sense of belonging to a community
- For pupils to develop an increasing understanding of their role and responsibilities in life
- To respect the needs and rights of others as a member of our community

We Value

- Communication
- Creativity
- Kindness
- Respect
- Effort
- Well-being

Our vision and values have been developed using the UN Convention on the Rights of the Child (UNCRC) as our guide, to create a safe and inspiring place to learn, where children are respected, their talents are nurtured and they are able to thrive. Our vision and values also compliment the 'Four Purposes of Learning' which underpin Curriculum for Wales. The Four Purposes are the shared vision and aspiration for every child and young person in Wales and support our pupils to become;

Ambitious Capable Learners 	Healthy Confident Individuals 	Enterprising Creative Contributors 	Ethical Informed Citizens 
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Greenfield School Policy on Internal Assessments for External Qualifications

Greenfield School is committed to ensuring that:

- Internal assessments are conducted by members of the teaching staff who have the appropriate knowledge, understanding and skills and who have been trained in this area.
- Assessment evidence provided by candidates is produced and authenticated according to the requirements of the Awarding Body for the subject concerned. At the time of writing, this is Edexcel (Pearson).
- The consistency of internal assessment will be maintained by internal moderation and standardisation.
- All student work being assessed by teaching staff for external qualifications is carried out fairly, consistently and in accordance with the rules and regulations of the specification relating to the qualification.

Note to students

If a student has any concerns about the procedures used in assessing their internally assessed work for accredited qualifications, they should discuss the matter with the departmental teacher with TLR, immediately. Following that, if the matter remains unresolved, the formal appeal procedure may be used by the student concerned.

Internal Written Appeals Procedure

The student, parent or guardian of a student wishing to appeal against the decision or procedures used in internal assessment should write to the Examinations Officer (Deputy Head for the secondary department) as soon as the matter arises. The deadline for the receipt of appeal applications to reach the school is by the end of the second full week of term in September following the year that the work was submitted. Internal appeals will be considered, and resolved, by 30th September.

On receipt of a written appeal, an enquiry into the internal assessment will be conducted by the Examinations Officer, the Assistant Head (secondary department) and the teacher with TLR (Teaching and Learning Responsibility for 14 to 19) providing the latter is not involved directly in assessing the submission or has performed a role in determining the internal assessment decision. Should however this be the case, then another Senior Manager will deputise. This enquiry will consider whether the procedures used in the internal assessment conformed to the published requirement of the Awarding Body.

The outcome of the appeal will be reported in writing to the student, parent or guardian [including relevant correspondence with the Awarding Body].

A written record of the appeal and the outcome will be kept on file at the centre and the Awarding Body will be informed of any amendments.

Should the internal appeal not be resolved satisfactorily or if the appeal is against a Pearson decision relating to internal assessment, then the procedure outlined in Pearson's policy should be adopted. Please refer to the appendix for the following document:
"Internal assessment in vocational qualifications reviews and appeals policy". Dec 2023 version2.10

Appendix