CALTHORPE ACADEMY
Skills for the life we want

Qualifications Appeals Policy

Ratified by the (*Head Teacher)	
Signed by the (*Head Teacher):	**Date: Nov 2026**
To be reviewed (annually):	**Date: Nov 2027**

Contents

1. Introduction 2
2. Access 2
3. Policy Statement 2
3.1 2
3.2 2
4. Children's Rights 3
Article 12 - Respect for the Views of the Child 3
Article 28 - Right to Education 3
Article 29 - Goals of Education 3
Article 3 - Best Interests of the Child 4
Article 13 - Freedom of Expression 4
5. Changes 4

1. Introduction

This policy sets out the process for students who wish to appeal against a grade or mark awarded for a qualification. It aims to ensure that all appeals are managed fairly, transparently and consistently.

2. Access

This policy is available on the Academy website at **www.calthorpe.thrive.ac**.

The policy is reviewed annually and may be amended in response to feedback from students, staff, parents/carers, awarding organisations and other relevant stakeholders.

3. Policy Statement

3.1

All students at Calthorpe Academy have the right to appeal against marks or grades awarded for qualifications they are undertaking.

3.2

Students wishing to appeal a decision should follow the procedure outlined below:

1. In the first instance, the student should discuss their concerns with the member of staff responsible for delivering the qualification and explain the reasons for their appeal.
2. The member of staff will explain how the mark or grade was awarded and provide any relevant information regarding the assessment decision.
3. If the student remains dissatisfied following this discussion, the work may be reviewed or re-marked by another appropriately qualified member of staff involved in the delivery or assessment of the qualification.
4. The student will be informed of the outcome of the review or re-marking in writing.
5. If the student remains dissatisfied following the outcome of the review, they should contact the Examinations Officer, who will provide information regarding the relevant awarding organisation's appeals procedure.
6. Students should note that an appeal to an awarding organisation may require the support and endorsement of the Academy before it can proceed.

4. Children's Rights

This policy reflects the principles set out in the **United Nations Convention on the Rights of the Child (UNCRC)** and supports the rights of students to be heard, treated fairly and actively involved in decisions affecting their education.

Article 12 - Respect for the Views of the Child

- Children have the right to express their views freely in matters affecting them, and those views should be given due weight according to their age and maturity.
- This supports students' rights to question assessment decisions and to participate in the appeals process.

Article 28 - Right to Education

- Every child has the right to access education and to be treated fairly within educational systems.
- This article supports transparent and equitable assessment and appeals procedures.

Article 29 - Goals of Education

- Education should develop each child's personality, talents and abilities to their fullest potential.
- A clear appeals process helps ensure that assessment outcomes accurately reflect students' achievements and abilities.

Article 3 - Best Interests of the Child

- The best interests of the child must be a primary consideration in all actions concerning them.
- Ensuring a fair, transparent and supportive appeals process reflects this principle.

Article 13 - Freedom of Expression

- Children have the right to seek, receive and share information.
- This includes the right to understand, question and seek clarification regarding decisions made about their education and assessment outcomes.

5. Changes

Description	Date	Page	Section
Access- www.calthorpe.thrive.ac	Nov 2024	2	2
Children's Rights	Nov 2024	3, 4	4
Reviewed and updated for 2026–27 • Linked the policy more explicitly to the UNCRC. • Clarified each stage of the appeals process.	Nov 2026	Throughout	Throughout