

Extraordinary Regulatory Framework: General Qualifications

COVID-19 Conditions and Requirements
Version 2: 25 August 2020

INTRODUCTION

This document sets out our regulatory requirements for CCEA awarding organisation (hereafter referred to as CCEA AO) offering general qualifications during the Coronavirus (COVID-19) pandemic.

This document sets out GQ Covid-19 Conditions. These Conditions come into effect at 09:00 on 27 July 2020 for GQ Qualifications as defined in Condition GQCov1.7:

- GCE (AS or A level) qualifications
- GCSE qualifications

These Conditions have been updated to reflect the direction given by the Minister of Education for GCSE and A level qualifications on Monday 17 August 2020. Where the term calculated grade is used, this is equivalent to the standardised grade referred to in the Minister's statement.

With respect to all qualifications to which the Conditions set out in this document apply, save to the extent set out in those Conditions, CCEA AO must also comply with our General Conditions of Recognition¹, as well as the Qualification Level Conditions² and any Subject Criteria and Requirements³ which apply to specific qualifications.

It also sets out our requirements in respect of the information which CCEA AO must request from Centres as part of the process of calculating results this summer.

1 [CCEA Regulation General Conditions of Recognition](#)

2 [CCEA Regulation Qualification Level Conditions](#)

3 [CCEA Regulation Subject Criteria and Requirements GCSE Digital Technology](#)

3 [CCEA Regulation Subject Criteria and Requirements GCSE English Language](#)

3 [CCEA Regulation Subject Criteria and Requirements GCSE Gaelge](#)

3 [CCEA Regulation Subject Criteria and Requirements GCSE Mathematics](#)

Conditions

Condition GQCov1: Application, Interpretation and Definitions

Application

GQCov1.1 The GQCov Conditions apply:

- (a) to all GQ Qualifications,
- (b) until such date as is specified in, or determined under, any notice in writing published by CCEA Regulation under this Condition.

GQCov1.2 Any such notice published by CCEA Regulation may:

- (a) be issued in respect of one or more
 - (i) GQ Qualifications,
 - (ii) GQCov Conditions,
- (b) be varied or withdrawn by CCEA Regulation at any time prior to the date specified in or determined under it, and
- (c) contain any transitional and saving provisions that CCEA Regulation considers appropriate.

GQCov1.3 CCEA AO must comply with the requirements of any transitional and saving provisions contained in a notice published by CCEA Regulation under Condition GQCov1.2.

Interpretations and Definitions

GQCov1.4 Unless alternative provision has been made in Condition GQCov1.7, the following shall apply to the GQCov Conditions:

- (a) the rules of interpretation and definitions outlined in General Condition J1,
- (b) the definitions outlined in the Qualification Level Conditions and the Subject Level Conditions.

GQCov1.5 Except in the circumstances described in Condition GQCov1.6, the requirements imposed by the GQCov Conditions apply in addition to the requirements imposed by the General Conditions of Recognition and any relevant Qualification Level Conditions and Subject Level Conditions.

GQCov1.6 To the extent that there is any inconsistency between:

- (a) a requirement of a GQCov Condition, and
- (b) a requirement of a General Condition of Recognition, a Qualification Level

Condition or a Subject Level Condition,

such that CCEA AO could not comply with both such requirements, CCEA AO must comply with the requirement of the GQCov Condition and is not obliged to comply with the requirement of the other Condition.

GQCov1.7 In these Conditions the following words shall have the meaning given to them below (and cognate expressions should be construed accordingly).

GQ Qualification

- (a) a GCE qualification, or
- (b) a GCSE Qualification.

Private Candidate

A Learner in relation to whom there is no Relevant Centre.

Relevant Centre

In relation to a Learner, a Centre which:

- (a) has purchased the GQ Qualification on behalf of the Learner, and
- (b) materially contributed to the preparation of the Learner for the assessment (whether through teaching or instruction provided by Teachers employed by it or otherwise).

Subject Level Conditions

Any Subject Level Condition that applies to a GQ Qualification.

Condition GQCov2: Cancellation of 2020 summer assessment series

GQCov2.1 During the time period when this Condition is in force:

- (a) CCEA AO must ensure that no Learner takes an assessment for a GQ Qualification which it makes available, and
- (b) CCEA AO must not moderate an assessment for a GQ Qualification.

Condition GQCov3: Results in 2020

GQCov3.1 CCEA AO:

- (a) must issue a result to each Learner registered on or before 21 February 2020, and who remains registered, to take a GQ Qualification which it makes available, and
- (b) may issue a result to a Learner who
 - (i) could reasonably have been expected by CCEA AO to be registered to take a GQ Qualification which it makes available during the summer 2020 assessment series, and
 - (ii) was not so registered.

GQCov3.2 In respect of each GCSE result it issues under Condition GQCov3.1, CCEA AO must ensure that it:

- (a) issues correctly the grade submitted by the Centre using information which it has requested from Centres in line with any requirements, and having regard to any guidance, which may be published by CCEA Regulation and revised from time to time, and
- (b) takes all reasonable steps to issue that result in line with any date or timescale published in respect of that qualification under Condition H6.1 (b) which falls within August 2020.

GQCov3.3 In respect of each AS and A level result it issues under Condition GQCov3.1, CCEA AO must ensure that it:

- (a) issues the higher of the grade submitted by the centre or the grade calculated by CCEA AO ('the calculated grade');
- (b) calculates the calculated grade:
 - (i) in compliance with any requirements, and having regard to any guidance, which may be published by CCEA Regulation, or otherwise specified to CCEA AO by CCEA Regulation, and revised from time to time, and
 - (ii) using information which it has requested from Centres in line with any requirements, and having regard to any guidance, which may be published by CCEA Regulation and revised from time to time.

GQCov3.4 CCEA AO must:

- (a) provide effective guidance to Centres on the provision of information under Condition GQCov3.2(a) and GQCov3.3(b)(ii), and
- (b) provide clear and effective arrangements through which the Centre can liaise with CCEA AO if it encounters difficulties in providing that information.

Head of Centre declaration

GQCov3.5 CCEA AO must not issue any result under Condition GQCov3.1 in respect of a Learner for whom it has not received a declaration which meets the requirements published by CCEA Regulation under Condition GQCov3.2(a) or GQCov3.3(b)(ii).

Confidentiality of information provided by Centres

GQCov3.6 CCEA AO must:

- (a) In respect of AS and A level qualifications, take reasonable steps to ensure that the following information is kept confidential (including by Teachers and Centres) prior to the issue of results on 13th Aug 2020 under Condition GQCov3.1 pursuant to 3.3(a):
 - (i) the information provided to it under Condition GQCov3.3(a), and how that information was arrived at.
- (b) In respect of GCSE qualifications, take reasonable steps to ensure that the following information is kept confidential (including by Teachers and Centres) prior to the issue of results on 20th August 2020 under Condition GQCov3.1 pursuant to 3.2(a):
 - (i) the information provided to it under Condition GQCov3.2(a), and how that information was arrived at.

GQCov3.7 CCEA AO must treat any breach of confidentiality under Condition GQCov3.6 as malpractice and/or maladministration under General Condition A8.

Condition GQCov4: Information to be provided to Centres

GQCov4.1 CCEA AO must establish, maintain and comply with arrangements to provide to a Centre, upon request, the information used to identify the result issued under Condition GQCov3.1 to a Learner in respect of whom the Centre provided information to CCEA AO under Condition GQCov3.2(a) or GQCov3.3(b)(ii).

GQCov4.2 The arrangements must:

- (a) provide sufficient information, and
- (b) allow a reasonable time,

for Learners and Centres to consider whether to request an appeal under Condition GQCov5.

GQCov4.3 The arrangements may:

- (a) provide that CCEA AO shall only provide the relevant information on payment of a fee,
- (b) specify other reasonable requirements for the making of a request for the information, and
- (c) specify a time period during which the information must be requested.

Condition GQCov5: Appeals

- GQCov5.1** In respect of each result, CCEA AO issues under GQ Cov3.1 it must establish, maintain and comply with an appeals process which provides only for an appeal to CCEA AO on the basis that (and no other basis):
- (a) CCEA AO did not apply procedures consistently or that procedures were not followed properly and fairly;
 - (b) in applying the process set out under Condition GQCov3.2(a)(i) or GQCov3.3(b)(i), CCEA AO used the wrong data when generating the grade of all, some or just one learner; and/or
 - (c) a result generated by applying the process set out under Condition GQCov3.2(a) or GQCov3.3(b)(i), was incorrectly allocated because of an AO administrative error or incorrectly communicated to all, some or just one learner.
- GQCov5.2** For the purposes of Condition GQCov5.1 (b), in respect of GCSE qualifications the wrong data includes incorrect data provided by a Centre under Condition GQCov3.2(a).
- GQCov5.3** For the purposes of Condition GQCov5.1(b):
- (a) In respect of AS and A level qualifications where the result issued is the grade submitted by the Centre, the wrong data includes incorrect data provided by a Centre under Condition GQCov3.3(b)(ii),
 - (b) In respect of AS and A level qualifications where the result issued is the CCEA AO calculated grade, the wrong data:
 - (i) includes a data set other than that specified in the requirements published by CCEA Regulation under Condition GQCov3.3(b)(i), including where the data sets in relation to two or more Centres have been transposed; and
 - (ii) includes a data set specified in the requirements published by CCEA Regulation under Condition GQCov3.3(b)(i) into which errors have been introduced by CCEA AO.
- GQCov5.4** The appeals process which CCEA AO has in place:
- (a) may provide that any request for an appeal in respect of a learner, is made on the Learner's behalf by the Centre which submitted information in respect of that Learner under Condition GQCov3.2(a) or GQCov3.3(b)(ii),
 - (b) may provide that any request for an appeal in respect of a Learner, be made with the consent of the Learner,
 - (c) must require Centres to operate an internal process whereby a learner can challenge the Centre's decision not to:

- (i) seek information CCEA AO holds that the learner considers would be necessary for an appeal; and
- (ii) appeal to CCEA AO

GQCov5.5 The appeals process may:

- (a) provide that CCEA AO shall only conduct an appeal on payment of a fee,
- (b) specify other reasonable requirements for the making of a request for an appeal, and
- (c) specify a time period during which an appeal must be requested.

GQCov5.6 Where the arrangements specify a time period during which an appeal must be requested, the time period must:

- (a) be reasonable, and
- (b) comply with any requirements which may be published by CCEA Regulation and revised from time to time.

GQCov5.7 The appeals process must provide for:

- (a) all appeal decisions to be taken by persons who have appropriate competence and who have no personal interest in the decision being appealed, this can involve persons who were involved in the calculation of results,
- (b) the final decision in respect of the outcome of an appeal to involve at least one decision maker who is not an employee of CCEA AO, an Assessor working for it, or otherwise connected to it, and
- (c) CCEA AO to report the outcome of an appeal to the Centre that requested the appeal on the Learner's behalf, detailing the reasons for that outcome.

GQCov5.8 The appeals process must provide for the correction of a result without the completion of the full process in circumstances where CCEA AO accepts that the error identified in the appeal request has occurred.

GQCov5.9 Where the application of its appeals process in the case of a Learner leads CCEA AO to discover a failure in its assessment process, it must take all reasonable steps to:

- (a) identify any other Learner who has been affected by the failure, and
- (b) without prejudice to Condition GQCov5.10, correct or, where it cannot be corrected, mitigate as far as possible the effect of the failure.

GQCov5.10 CCEA AO must take reasonable steps to ensure that no correction is made under Condition GQCov5.9 which lowers the result of any Learner.

- GQCov5.11** CCEA AO must publish information on its appeals process to enable results to be appealed in line with this condition.
- GQCov5.12** CCEA AO's appeals process should include information on the Examination Procedures Review Service, which will be provided by CCEA Regulation for results issued by CCEA AO in summer 2020.

Condition GQCov6: Centre decisions relating to appeals

GQCov6.1 CCEA AO must take all reasonable steps to ensure that a Centre has in place effective arrangements for a learner to:

- (a) apply to the Centre for it to request
 - (i) information under Condition GQCov4.1, and
 - (ii) an appeal on the Learner's behalf under Condition GQCov5, and,
- (b) appeal any decision by the Centre that such a request should not be made, and for the Centre to determine that appeal.

GQCov6.2 For the purposes of this Condition, CCEA AO must take all reasonable steps to ensure that:

- (a) the Centre makes Learners aware of the arrangements it has in place prior to the issue of results under Condition GQCov3.1, and
- (b) the Centre provides Learners with a statement of the arrangements promptly when requested.

Requirements in relation to the information to be requested from Centres

Conditions GQCov3.2(a) and GQCov3.3(b)(ii) allow us to specify requirements and guidance in relation to the information to be requested from Centres to facilitate the issue of results for GQ Qualifications in summer 2020.

Our requirements for the purposes of Conditions GQCov3.2(a) and GQCov3.3(b)(ii) are that CCEA AO must:

- a) request from the Centres with which they have agreements the information set out in our publication: Awarding for GCSE, AS and A Level Qualifications Summer 2020, Head of Centre Guidance⁴, and
- b) take reasonable steps to ensure that Centres generate that information using the process set out in the Head of Centre Guidance.

The Head of Centre Guidance also contains the form that the declaration required under Condition GQCov3.5 must take. However, CCEA AO may add additional material at the end of that declaration, or may require Centres to provide an additional separate declaration, where CCEA AO considers it appropriate to do so in order to meet its obligations under legislation relating to Equality laws in Northern Ireland.

[4 Awarding for GCSE, AS and A Level Qualifications Summer 2020 - Head of Centre Guidance](#)

