



Notice to awarding bodies requesting information on grades awarded using alternative assessment evidence for GCSEs, AS levels, A levels and Skills Challenge Certificates

02 August 2023

Notice to provide information to Qualifications Wales

Under Condition B4 of the Standard Conditions of Recognition¹, where Qualifications Wales serves a written notice on an awarding body requiring information that it seeks for the purpose of performing its functions, the awarding body must comply with the terms of that notice.

Summary of the scope of this Notice:

We require data from awarding bodies in respect of applications made for a candidate to be awarded a GCSE, AS, A level or Skills Challenge Certificate grade using alternative assessment evidence in circumstances where no other reasonable adjustments will allow a disabled candidate to sit their examinations. This notice applies to requests made for candidates in centres in Wales.

Purpose of this data collection

As the regulator of awarding bodies and qualifications in Wales, in order to exercise our functions under section 46 of the Qualifications Wales Act 2015², we request data from awarding bodies which may identify individuals or individual organisations, such as Centres.

Our purposes for requiring the data are set out in the associated privacy notice³. These purposes support our Principal Aims:

- ensuring that qualifications, and the Welsh qualification system, are effective for meeting the reasonable needs of learners in Wales;

¹<https://qualifications.wales/media/p54jkkfe/standard-conditions-of-recognition.pdf>

² <http://www.legislation.gov.uk/anaw/2015/5/contents/enacted>

³ <https://qualifications.wales/privacy-policy/>

- promoting public confidence in qualifications and in the Welsh qualification system.

Data and statistical management

No data explicitly identifying individual learners or centres will be published. We do not make any decisions about individuals or organisations based on the data. Appropriate organisational and technological safeguards are in place to ensure security of the data and are detailed in our Statistical Outputs Policy⁴. This includes rounding counts to the nearest five and suppressing counts between zero and five.

The data will be retained for 15 years to enable trends to be analysed. After this point it will usually be destroyed. As a keeper of public records, in some cases, where datasets are appraised as being of historic interest, they may be retained and transferred to the National Archives after 20 years.

We may share data with third parties to undertake research and analysis on our behalf. All third parties processing personal data on our behalf are required under contract to abide by the General Data Protection Regulation and UK Data Protection Act 2018.

As an official statistics producer⁵ we comply with the Code of Practice for Statistics⁶ in the production of statistics.

Data that we collect will be used for internal purposes including monitoring purposes, policy decisions, research, and advice. Aggregated data from these collections may be published, for example, in research reports, communications with stakeholders and our annual report. Our statistical outputs will be produced in line with our Statistical Outputs Policy. We may also be requested to provide Welsh Ministers with information or advice, on matters relating to any of our functions, as is specified in the request. Such requests may include data from the present collection.

In order to satisfy these purposes, it is essential that the information you provide to us is accurate, high quality and timely.

Our Privacy Policy⁷ can be found on our website.

⁴ <https://qualifications.wales/media/mz0pz2se/statistical-outputs-policy.pdf>

⁵ <http://www.legislation.gov.uk/wsi/2017/1142/made>

⁶ <https://www.statisticsauthority.gov.uk/code-of-practice/>

⁷ <https://qualifications.wales/privacy-policy>

Detailed scope of this Notice

We require data from awarding bodies in respect of qualifications that they award where these are assessed wholly or mainly in Wales⁸.

This notice relates to specific data collections relating to the summer 2023 awards. Future collections of this data will be detailed in our 'Qualifications Reporting Schedule'⁹ as amended each year.

We require data in respect of the following qualification types:

- all GCSEs including, GCSE full course, GCSE short course, GCSE Double Award
- all GCE AS and A level
- all Skills Challenge Certificates (National/Foundation and Advanced)

The data provided should be at the level of qualification grade applications made for individual learners.

There will be two data collections. The first data collection will collect data for AS levels, A levels and the Advanced Skills Challenge Certificate. The second data collection will collect data for GCSEs and the National/Foundation Skills Challenge Certificate.

Data must be submitted as detailed in the document 'Grades awarded using alternative assessment evidence: Guide to the data submission process' which has been provided alongside this notice.

⁸ For clarity, this would include data for qualifications which are not designed for Wales but are taken by at least one learner in Wales

⁹ <https://qualifications.wales/regulation-reform/research-statistics/data-submissions/>

Contacts

For all queries relating to the data collection process, amendments to data previously provided, or for general guidance, please contact our Head of Research:

Head of Research and Statistics
Qualifications Wales
Q2 Building,
Pencarn Lane
Imperial Park,
Newport
NP10 8AR
01633 373 222

Email: statistics@qualifications.wales

For all queries relating to our data governance, please contact our Data Protection Officer:

QW Data Protection Officer Qualifications Wales
Q2 Building,
Pencarn Lane
Imperial Park,
Newport
NP10 8AR
01633 373 222

Email: dpo@qualifications.wales