



Coimisiún na Scrúduithe Stáit
State Examinations Commission

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JUNIOR CYCLE EXAMINATION RESULTS 2019

S.71 /19

1. TO THE BOARDS OF MANAGEMENT/AUTHORITIES OF SECOND-LEVEL SCHOOLS

The results of the 2019 Junior Cycle (Certificate) Examinations are enclosed. The documentation enclosed with this circular is as follows:

- A Statement of Provisional Examination Results for each candidate
- A matrix showing the results for each candidate in the school
- Supplementary Report Forms or a Nil Return report as appropriate - See Sections 7 & 8.
- Application for Review of Junior Cycle Results 2019 - See Section 9.

2. CANDIDATE INTERNET RESULT SERVICE

Candidates can also obtain their results online using their examination number and their Personal Identification Number (PIN) issued earlier. Online access, through www.examinations.ie, will be available from 4.00 pm on Friday 4th October 2019.

3. PROVISIONAL STATUS OF RESULTS – REQUIREMENT FOR CHECK BY SCHOOL AUTHORITY

These results are provisional and are subject to further check. School authorities are requested to examine the Statements of Provisional Examination Results carefully before giving them to candidates. Please inform the SEC immediately of any apparent discrepancy in the results. (See also Sections 6, 7 and 12).

4. JUNIOR CYCLE GRADING SYSTEM

English, Business Studies and Science have been examined in the reformed Junior Cycle programme. The results presented for these subjects are different to those presented for all other Junior Cycle subjects. This dual presentation of results will continue until 2021 when the last of the old Junior Certificate examinations are terminated. The following table provides an explanation of both grading systems.

Level	Junior Cycle English, Business and Science.		All Other Subjects	
	Percentage	Grade	Percentage	Grade
Higher, Ordinary, Foundation	≥ 90 to 100	Distinction	≥ 85 to 100	A
Ard, Gnáth, Bonn	≥ 75 and < 90	Higher Merit	≥ 70 and < 85	B
	≥ 55 and < 75	Merit	≥ 55 and < 70	C
	≥ 40 and < 55	Achieved	≥ 40 and < 55	D
	≥ 20 and < 40	Partially Achieved	≥ 25 and < 40	E
	≥ 0 and < 20	Not Graded (NG)	≥ 10 and < 25	F
			≥ 0 and < 10	NG

5. JUNIOR CYCLE PROFILE OF ACHIEVEMENT

The reporting process at Junior Cycle this year will culminate in the award of the Junior Cycle Profile of Achievement (JCPA) to students. The old and new grade formats will appear side-by-side on the JCPA which will be generated by schools for issue to their students.

The JCPA will draw upon and report on achievement across all elements of assessment including Classroom-Based Assessments; Short Courses, Priority Learning Units and other areas of learning, as well as the SEC examination results which, in the case of English, Business Studies and Science includes achievement in the final written examination and in the Assessment Task. The JCPA will report the final grades awarded by the SEC following the conclusion of the Junior Cycle appeals and related processes.

Further information will be issuing to schools from the **Department of Education and Skills** regarding the arrangements for the production of the 2019 JCPA documents in schools.

The JCPA replaces the Junior Certificate and consequently the SEC no longer issues these certificates.

6. NAME AND DATE OF BIRTH

The SEC will be making the final Junior Cycle examination results information available to the Department of Education and Skills later in the year following the conclusion of the appeals processes to facilitate the production of the Junior Cycle Profile of Achievement.

The Name and Date of Birth shown on the enclosed Statements of Provisional Examination Results will appear later on the final JCPA unless the SEC is advised of inaccuracies. Please check these details carefully and advise the SEC of any changes needed.

For reasons of data integrity there should be absolute congruence between the Name and Date of Birth of candidates recorded by the SEC in the examinations database and those recorded by schools in the Post-Primary Online Database (PPOD) system. Any changes to a Name or a Date of Birth notified to the SEC at this stage must also be reconciled against the PPOD to ensure all details are correct. Any differences between the two systems could delay the issue of the JCPA to individual candidates later in the year.

7. SUPPLEMENTARY REPORT

A Supplementary Report is provided in respect of any candidate who has a result that is not based on all mandatory components of the subject and/or any candidate whose grade in a subject is accompanied by an explanatory note.

The Supplementary Report for the information of the candidate is printed on the reverse of the Statement of Provisional Examination Results. A separate copy is provided for retention in the school. The Supplementary Report highlights for candidates and schools all instances where, in a subject with more than one mandatory component, the grade awarded is not based on an aggregation of marks from each mandatory component. Details of the absent mandatory component appear on the Supplementary Report.

Where the information supplied on the Report conflicts with the position known to the school and candidate (e.g., the candidate was present and submitted work where an absence is attributed) the SEC should be contacted immediately by the School Principal or his/her representative on the Helpline Number (see Section 12 following).

As supplementary reports are prepared only in respect of some candidates, a school may not receive any individual candidate reports at all. In such cases the school will receive a confirmatory Nil Return.

8. SUPPLEMENTARY REPORTS IN JUNIOR CYCLE ENGLISH, BUSINESS STUDIES, & SCIENCE

In the case of Junior Cycle English, Business Studies and Science, the absence of an Assessment Task (AT) for a candidate will be indicated by a supplementary report stating "*Assessment Task Not Submitted*". As highlighted in SEC circulars (S94/18, S99/18 and S100/18), which related to the completion of the Assessment Tasks respectively;

Responsibility for ensuring that the AT has been completed by each individual student in accordance with the instructions and that the completed Booklet is submitted to the SEC for marking rests with the school. The SEC will not routinely follow up the absence of an AT with a school. Final examination grades which do not include the marks from the AT will be flagged by the SEC on the statements of provisional results in September. The presence of such an indicator will allow schools to engage with the SEC on any missing ATs at that time. The records provided to the SEC by the school when submitting the AT booklets will be of particular importance in seeking to resolve issues later.

The SEC has used the Assessment Task P2 forms provided by schools in order to reconcile the absence of an assessment task to the greatest possible degree but, as set out in the governing circulars, has not routinely followed up the absence of ATs with schools. It was noted during the processing of the examination results that some schools did not submit P2 forms in respect of subjects with an AT.

Schools now have a further opportunity to clarify matters with the SEC in the event that the supplementary report indicates that no AT was submitted.

9. APPLICATIONS FOR REVIEW OF RESULTS (APPEALS)

In light of the changes to the Leaving Certificate appeals timeframe this year and the later issue of the Junior Cycle results, the SEC has reviewed opportunities to shorten the timeframe for the issue of the final (post-appeal) outcomes of the Junior Cycle. These final outcomes are as reported on the Junior Cycle Profiles of Achievement.

As a result, all Junior Cycle appeal applications must be returned to the SEC by **Friday 11th October**. Candidates will not have access to the administrative facility, introduced last year, to obtain a copy of their examination scripts in advance of lodging an appeal application. Candidates and their parents will be able to make individual data access requests for copies of scripts under Data Protection Legislation (See Section 10 below) but should be aware that they will not have received copies of their scripts under a data access request in advance of the appeals closing date.

The following conditions apply to applications for a review of Junior Cycle results:

- (i) Applications will be accepted only from a School Authority (i.e. the Manager, Principal or authorised representative), who must certify that the examination result is significantly at variance with the school's considered judgement of the performance of the candidate concerned at the examination in question.
- (ii) A fee of €32.00 per subject per applicant must accompany each application. The fee will be refunded if, on review, the candidate's work is deemed to merit the award of a higher grade.
- (iii) The SEC will not accept appeal applications directly from candidates, parents or individual teachers.

Schools should apply on the enclosed application form. In the case of each candidate seeking a review the application form should state the examination number and name of the candidate and specify the subject(s) and level(s).

In the review process an appeal examiner (an experienced examiner not involved in marking the script originally), will undertake a review of the initial marking of the work submitted by the candidate in the examination. The appeal examiner will consider whether the mark awarded by the original examiner is correct and reasonable, in line with the marking scheme. If it is, the appeal examiner will award the same mark again. If it is not, the appeal examiner will award what they consider to be the correct mark.

It is essential that school authorities do not dispose of, or return to candidates, any practical or coursework

pieces until the appeal process has fully concluded, even in instances where a candidate has not appealed a result in that subject, as the SEC may need access to the material during the appeals and related quality assurance processes. For that reason the integrity of the examinations system requires that the material continue to be securely stored by the school.

All applications for appeal from the school should reach the **Junior Cycle Appeals Section, State Examinations Commission, Cornamaddy, Athlone, Co Westmeath** by

5 p.m. on Friday 11th of October, 2019

together with a cheque for the total amount due, i.e. €32.00 per subject per applicant.

Applications received after that date will not be considered.

It is planned to post the results of all applications for review in the week ending 22nd November 2019.

10. ACCESS TO EXAMINATION SCRIPTS UNDER DATA PROTECTION LEGISLATION

Candidates may obtain a copy of their examination script(s) from the SEC by making a data access request. Candidates can apply for a copy of their script(s) or their marks using the Subject Access Request form available from the Data Protection section of the SEC's website www.examinations.ie and should follow the procedure for making an application in this way.

Under the legislation, the SEC, as a data controller, is required to respond to a data access request within 30 days of receipt of the request. However, the law also allows for this time period to be extended to 90 days depending on the number and complexity of the requests received. The SEC processes one million written examinations scripts and another 1 million related examination components (practical and project work; oral tests; performances, etc.) every year. The SEC will endeavour to provide the requested information within 30 days and will notify applicants should it become necessary to extend the time limit to 90 days.

11. ADDITIONAL OBLIGATIONS ON SCHOOLS TO MAINTAIN DATA PRIVACY DUE TO GDPR REGULATIONS

The General Data Protection Directive and related Data Protection Act 2018 are now in force. Statements of provisional results and the results matrix contain the personal data of the candidates and should be treated with absolute regard to confidentiality and security. Extreme care should be taken when distributing the Statements of Provisional Examination Results. Providing personal data to a candidate which belongs to another candidate is a serious matter.

Breaches of Personal Data

There is now a requirement for organisations to report personal data breaches to the relevant supervisory authority, where the breach presents a risk to the affected individuals. If, in the course of distributing Provisional Statements of Examination Results, you think there might be a possible Data Breach, please immediately contact the SEC's Data Protection Officer by sending an e-mail to dpo@examinations.ie. As required, the SEC will notify the Data Protection Commissioner (DPC) within 72 hours of data breaches that are advised to the SEC.

12. HELPLINE FOR SCHOOLS - FREEPHONE NUMBER

Please carefully check the Provisional Statements of Results and the supplementary reports. School Authorities with enquiries about the results that they have received should contact the SEC on free-phone **1800 520 540**.

This number will operate from 4th October and will deal exclusively with post result issue enquiries from school authorities. The line is not linked to the switchboard and should only be used for queries on the Junior Cycle Results. If you call the number for any other reason it will not be possible to transfer your call to any other section within the SEC.

For this service to operate effectively it is essential that the free-phone number is made available only to bona fide representatives of the school for their use on matters related to the issue of the Junior Cycle results alone.

In general, matters raised by candidates or their parents that necessitate contact with the SEC should be processed through the school authority concerned. Individual candidates or their parents who nonetheless wish to contact the SEC directly should be advised to call 090 6442826 or 090 6442700 (switchboard) or to send an e-mail to info@examinations.ie

Thank you for your co-operation.

Andrea Feeney
Director, Operations & IT Division
October, 2019