

Post Results

A Student's Guide to Enquiries About GCSE Results and Access to Scripts.

2019

Enquiries About Your Results

If your result differs significantly from your expected grade, you may wish to discuss it with the relevant head of department. If you then have reason to query any result, a post results service is available. A clerical re-check or a review can be requested (note - this could result in the mark/grade being confirmed, raised or lowered). There is a fee to be paid for this service.

Clerical Re-check (Service 1)

This is a re-check of all clerical procedures leading to the issue of a result. Applications must be submitted to the Exams Office no later than Monday 16 September, with a completed Enquiries about Results and Appeals form (available on the school website) and correct payment (cash or cheque made payable to St Nicholas Owen). Please see fees listed below.

Review of Marking Request (Service 2)

This is a post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly. **Reviewers will not re-mark the script.** They will only act to correct any errors identified in the original marking. The service is available for externally assessed components of a unitised or linear specification. The service will include the clerical re-check as for service 1.

If you wish to query a result you must complete and sign the Enquiries about Results and Appeals form (available on school website). Applications must be submitted to the Exams Office no later than Monday 16 September, with the correct payment. Please see fees listed below.

Should you require a copy of your reviewed script then this request must be made at the same time as the request for a review, along with the correct payment.

Priority Review of marking Request (Priority Service 2)

A new service is available for Pearson/Edexcel GCSE subjects (only) where a priority service review is available. If you wish to take this route, then you must complete and sign the Enquiries About Results and Appeals form (available on school website). Applications must be submitted to the Exams Office no later than Midday on Friday 23 August, with the correct payment. Please see fees listed below.

Enquiries About Results Fees

	OCR	AQA	Pearson/Edexcel	WJEC
Clerical check GCSE Unit/Module/Paper	£17.45	£8.05	£11.30	£11.00
Review GCSE Unit/Module/Paper	£48.50	£37.55	£40.40	£37.50
Priority review of GCSE script (Pearson/Edexcel only)	Not available	Not available	£46.40	Not available

Should you require a copy of your reviewed script as well as an enquiry about a result there will be an additional £15.00 fee for this service. For more information on the Post Result Service please see the Exams Office staff.

(Note—Cheques payable to 'St Nicholas Owen')

Exams Office availability for Post Results services:

Thursday 22 August 9.30 am - 3.30 pm

Friday 23 August 10.00 am – 12 noon

Senior staff will be available to candidates immediately after publication of results.

Access to Scripts

Requesting a Priority Copy of Script to support Reviews of Marking

(Available for Pearson/Edexcel, OCR, WJEC GCSE, AQA English Language and English Literature GCSE only, Cambridge Nationals)

For those students who feel that they may wish to query their results, a special service is provided (subject to availability – see above) whereby a copy of the original script can be requested before deciding whether to apply for a review of marking. However, this request can only be processed if the student or their representative presents the completed Access to Scripts form with signature and the appropriate payment to Mrs. Sherwood by Midday on Friday 23 August 2019. **This service is NOT available to priority service review of marking.**

£15.00 per component for AQA, OCR and WJEC components

Free of charge for Pearson/Edexcel components

Requesting a script to support teaching and learning

Candidates will be able to request access to their own scripts for general interest or to inform future learning. Scripts will be returned to school. There will be a fee for this service:

£12.00 per component for AQA, OCR and WJEC components

Free of charge for Pearson/Edexcel components

In order to obtain your script an Access to Script form must be completed, with signature and appropriate payment, and submitted to the Exams Office by Monday 23rd September 2019. In some instances the school will receive a hard copy, in which case a message will be sent to you informing you that the script has arrived. It is then up to you to collect and sign for the scripts from the Exams Office. If the script has been received electronically, then it will be emailed to you. Please remember to supply your email address on the relevant form.

Centres can apply for scripts to support staff in teaching. In all cases where centres intend to use candidates' written scripts as examples for other students, prior written permission must be obtained from the candidates concerned.

Please note: The majority of exam papers are now scanned and the returned script may be a scanned copy. The above deadlines are final.

Certificates

Certificates arrive at school during October/November. These need to be collected and signed for from the school office. The school is only required to keep your certificates for 12 months.

Please remember to collect your certificates as they may be required by future employers.

Should you lose a certificate please contact the relevant exam board for a certifying statement of results. Please note this will cost you approximately £40.00.

Text Books

Please make sure that you return all of your text books to the appropriate teachers otherwise invoices will be sent out for replacement costs.

Dates for Your Diary

4 September 2019 – Year 12 Students in School
5 September 2019 – First day of lessons for all students
12 September 2019 - Year 12 Information Evening
11 March 2020 - Year 12 Parents Evening
May - June 2020 - Public Examinations
8 - 12 June 2020 – Year 12 Pre Public Exams
13 August 2020 - Level 3 Examination Results
20 August 2020 - GCSE Examination Results

For those students who have completed their education at Hagley Catholic High School we wish you every success for the future.

GIFT FROM GOD

Today is a gift from God
which holds out immense opportunities for us.
It is the first day of the rest of our lives;
whatever yesterday was like, today is wholly new
and the future lies ahead.