



EXCELLENCE • LEARNING • LEADERSHIP

KING RICHARD
SCHOOL

**INFORMATION FOR CANDIDATES:
ENQUIRIES ABOUT RESULTS
ACCESS TO SCRIPTS**

**July 2016
N Rose**

Enquiries About Results

This is a post-results service offered by all the examination boards. It enables the school, through requests to the boards, to have an examination paper or other externally assessed piece of work reviewed.

A request for a review must be done through the School via the Exams office. This is the only route recognised by the exam boards. If you wish to make a request, you should speak firstly to the Subject Teacher.

The Subject Teacher or Head of Department, will be able to look at the grade boundaries to make the decision as to whether or not a review is recommended.

Alternatively, your Subject Teacher may request a review. This again will be based on the closeness of the mark to the next grade boundary.

In both cases, you will need to complete a Candidate Consent form. The following information is taken from the form to explain why you consent is needed:

If your Examination Centre makes an enquiry about a result, (review of the original marking) and a subsequent appeal, for one of your examinations after your subject grade has been issued, there are three possible outcomes:

1, Your original mark is lowered, so your final grade may be lower than the original grade you received.

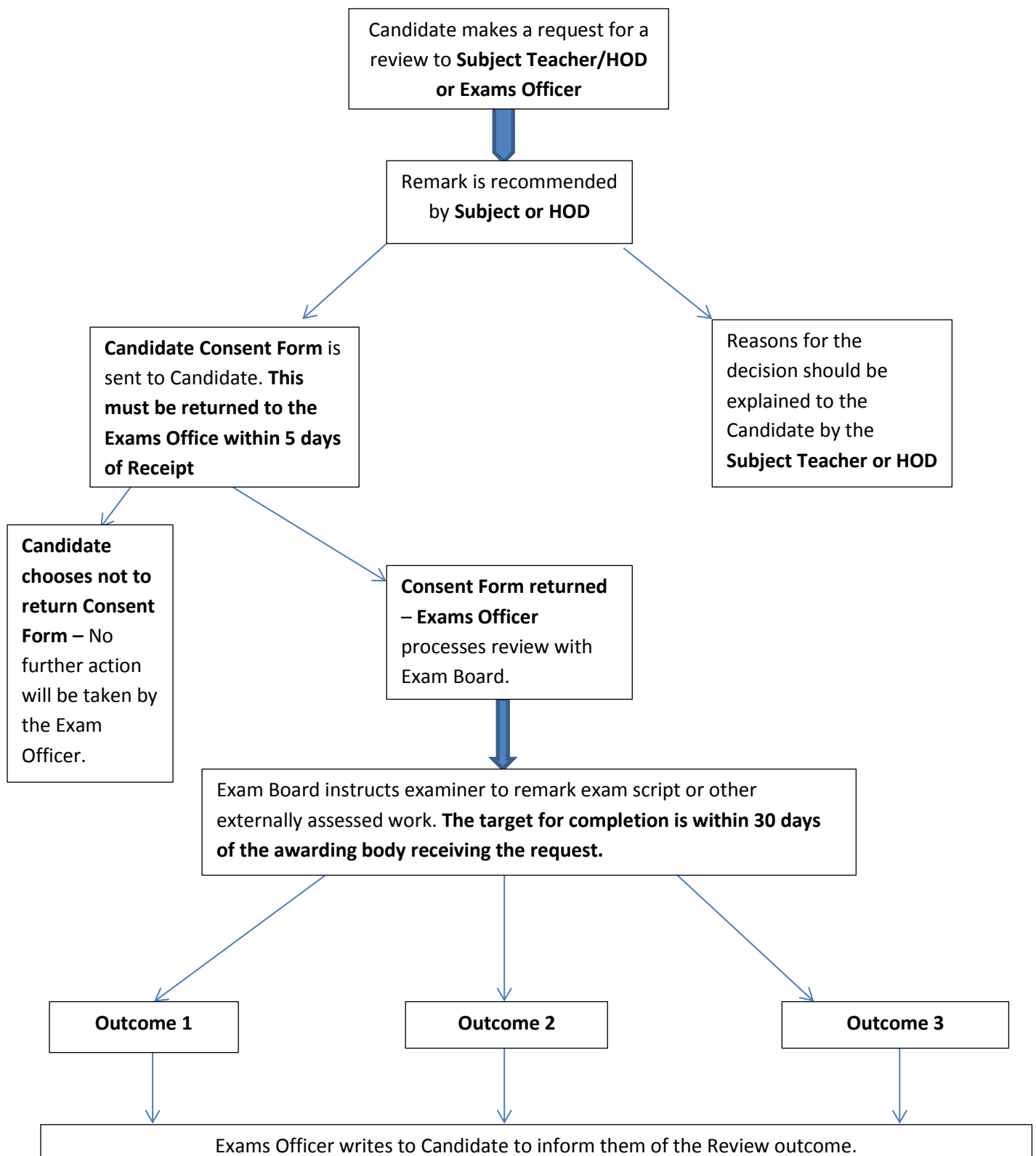
2, Your original mark is confirmed as correct, so there is no change to your grade.

3, Your original mark is raised, so your final grade may be higher than the original grade you received.

In order for your Examination Centre to proceed with the enquiry about your results, you must sign (the Candidate Consent form). This tells the Head of your Centre, that you have understood what the outcome might be, and that you give your consent to the enquiry about results be made.¹

¹ JCQ Post-Results Services – Information and guidance to centres, Pg 17.

Below is a flow chart explaining the process of applying for a review.



ACCESS TO SCRIPTS

A 'Script' refers to the written work of a candidate which has resulted from an externally assessed component. Arrangements for Access to Scripts **do not** apply to internally assessed components, such as Orals.

Where teaching staff intend to use Scripts for teaching and learning purposes or as examples for other candidates, **prior written permission must be obtained from the candidates** concerned. This permission may be sought only after candidates have received their results for the examination series concerned.

Candidates who grant their permission have the right to anonymise their scripts before use.

Candidates have the right to instruct their centres not to request their scripts.

If a Subject Teacher requests that the exam board return and exam script for the above purposes, you will be sent a **Candidate Consent Form**. The form will ask for your permission for the script to be used as stated above. It will also ask if you wish for your work to be anonymous.

If you do not wish for your work to be used, you can state this on the Consent Form in the appropriate section.

Remember your marks or grades can go up, down or stay the same.

If you have any questions regarding **Enquiries about Results** or **Access to Scripts**. Please see the Exams Officer.

N Rose.

Enquiries about Results and Access to Scripts Fees list.

<u>Post-results service</u>	<u>Deadline</u>	<u>AQA</u>	<u>OCR</u>	<u>Pearson Edexcel</u>	<u>WJEC</u>
Clerical re-check	10 th September	GCE £15.10	GCE £16.10	GCE £10.30	GCE £10.00
		GCSE £7.55	GCSE £16.10	GCSE £10.30	GCSE £10.00
Review of Marking	10 th September	GCE £39.60	GCE £44.90	GCE £38.20	GCE £35.00
		GCSE £34.20	GCSE £44.90	GCSE £33.20	GCSE £35.00
Priority review of Marking	23 rd August	GCE £47.10	GCE £55.40	GCE £46.00	GCE £45.00
	30 th August	GCSE n/a	GCSE n/a	GCSE £38.20	GCSE n/a
Moderation Review ³	10 th September				
Appeals: (only available where dissatisfied with outcome of an EAR)	Within 14 calendar days of notification of EAR	STAGE 1: £101.70	STAGE 1: £137.50	STAGE 1: £120.00	STAGE 1: £100.00
		STAGE 2: £174.30	STAGE 2: £196.40	STAGE 2: £150.00	STAGE 2: £175.00
ATS: Priority copy ¹	23 rd August	GCE £13.10	GCE £11.20	GCE £10.30	GCE £12.00
	30 th August	GCSE n/a	GCSE n/a	GCSE £10.30	GCSE n/a
ATS: Original	30 th September	GCE £10.30	GCE £10.80	GCE £7.75	GCE £12.00
		GCSE £10.30	GCSE £10.80	GCSE £7.75	GCSE £12.00
ATS: Post EAR Copy ²	10 th September	GCE £13.10	GCE £11.20	GCE £10.30	GCE £12.00
		GCSE £13.10	GCSE £11.20	GCSE £10.30	GCSE £12.00

¹ This service is to request a copy script to support an EAR; this service is not available if an EAR priority service 2 has been requested.

² This fee may be included in the priority service 2, dependent on awarding body and is normally applied for with the EAR request.

³ This service is not available to individual candidates

Stage 1 of the Appeals Process involves a preliminary examination of the case by an officer of the awarding body that has not had any previous involvement with the matter.

For a **Stage 2** Appeals hearing, the panel consists of three or four independent people.