



# Friesland School

## POST RESULTS INFORMATION

The following information is designed to make you aware of the post results services which are available to you and the procedures involved. At the end of this document is a list of fees and timescales involved. These are set by the exam boards and deadlines cannot be extended.

### 1. ENQUIRIES ABOUT RESULTS AND APPEALS

Please note that following new guidelines from Ofqual, who oversee the examinations process, only 'genuine' marking errors will be corrected and there will be no change to 'reasonable' marks.

The following information explains what may happen following an enquiry about a result and any subsequent appeal.

- If Friesland School makes an enquiry about a result on your behalf, (review of original marking) and a subsequent appeal, for one of your examinations after your subject grade has been issued, there are three possible outcomes:
- Your original mark is lowered, so your final grade may be lower than the original grade you received.
- Your original mark is confirmed as correct, so there is no change to your grade.
- Your original mark is raised, so your final grade may be higher than the original grade you received.

In order to proceed with the enquiry about results, you must do the following:

Speak to one of the School's exams officers and let them know what results service you would like. They will advise you on the costs and timescales involved which are also listed at the end of this document. They may also advise you on the suitability of your enquiry and may suggest you take further advice from your subject teacher.

If you still want to proceed with the enquiry you must sign the attached form and return to the Exams Office at least 2 working days before the published deadline for EORs. This tells us that you have understood what the outcome might be, and that you give your consent to the enquiry about results being made. You must also let the School have the appropriate payment which will be refunded to you if your results enquiry leads to your grade going up.

The School will process your request within 2 working days of receipt of the completed form and payment.

On receipt of the outcome of the enquiry the School's exams officer will contact you within 2 working days and ask you to collect the result from the exams office. -. If you are no longer a student here the result will be posted to your home address.

### APPEALS PROCEDURE FOLLOWING THE OUTCOME OF AN EAR

If after receiving the outcome of the enquiry the Head of Centre is unsatisfied with the results an appeal may be made, at the School's expense, and with your permission, within 7 days of receipt of the outcome.



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If the Head of Centre is satisfied with the outcome but you disagree with the exam board's decision you can appeal in writing to the Head of Centre within 5 working days of receipt. This will be considered by the Head of Subject and a member of SLT. You will be notified of the outcome in writing within 5 working days.

You should bear in mind that the grounds for appeal relate to the awarding body's procedures or the application of these procedures in accordance with the JCQ regulations.

## 2. ACCESS TO SCRIPTS

You can request either a photocopy or an original copy of an A level examination script. At GCSE you can only request a photocopy if the subject you took was with Edexcel or WJEC exam boards. You can request an original copy of a GCSE exam script with any of the exam boards. Please be aware of the deadlines to request scripts, especially a photocopy, as they are very short.

To make a request you will need to complete the attached form and pass it to one of the School's exams officers who will process it within two working days or by the deadline; whichever is sooner. Scripts will be passed on to students within two working days of their arrival in school or posted home if you are no longer a student here. Photocopied scripts will arrive in school by 10 September and therefore may be used to make a decision on whether to request an enquiry about results.

## CANDIDATE CONSENT FORM

### ENQUIRY ABOUT RESULTS

Centre Number	Centre Name
23258	Friesland School
Candidate Number	Candidate Name

Details of enquiry (Awarding Body, Qualification level, Subject title, paper/unit)

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I give my consent to the Headteacher of Friesland School to make an enquiry about the result of the examination(s) listed above. In giving consent I understand that the final subject grade awarded to me following an enquiry about the result and any subsequent appeal may be lower than, higher than, or the same grade which was originally awarded for this subject.

Signed: ..... Date: .....

## ACCESS TO SCRIPTS

Centre Number	Centre Name
23258	Friesland School
Candidate Number	Candidate Name

Details of Request (Awarding Body, Qualification level, Subject title, paper/unit)

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## POST RESULTS FEES 2018

### AQA

PHOTOCOPIED SCRIPTS		- £14.35	A LEVEL ONLY
ORIGINAL SCRIPTS		- £11.30	
CLERICAL CHECK – PER UNIT	A LEVEL	- £16.10	
	GCSE	- £8.05	
PRIORITY REVIEW OF MARKING		- £51.75	WITH SCRIPT - £66.10
REVIEW OF MARKING – PER UNIT	A LEVEL	- £43.45	WITH SCRIPT - £57.80
	GCSE	- £37.55	WITH SCRIPT - £51.90
REVIEW OF MODERATION	A LEVEL	- £251.60	
	GCSE	- £225.80	

### EDEXCEL

PHOTOCOPIED SCRIPTS		- Free	A LEVEL & GCSE
ORIGINAL SCRIPTS		- Free	
CLERICAL CHECK – PER UNIT		- £11.10	
PRIORITY REVIEW OF MARKING	A LEVEL	- £54.65	WITH SCRIPT - £66.85
	GCSE	- £45.40	WITH SCRIPT - £57.60
REVIEW OF MARKING – PER UNIT	A LEVEL	- £48.85	WITH SCRIPT - £61.05
	GCSE/BTEC	- £39.50	WITH SCRIPT - £51.70
REVIEW OF MODERATION		- £200 FOR UP TO 5 CANDIDATES (+ £17.05 FOR EACH ADD CANDIDATE)	

### OCR

PHOTOCOPIED SCRIPTS		- £11.75	A LEVEL ONLY
ORIGINAL SCRIPTS		- £11.35	
CLERICAL CHECK – PER UNIT		- £16.90	
PRIORITY REVIEW OF MARKING		- £58.00	WITH SCRIPT - £69.75
REVIEW OF MARKING – PER UNIT	A LEVEL/GCSE	- £47.00	WITH SCRIPT - £58.75
REVIEW OF MODERATION		- £218.40	

### WJEC



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PHOTOCOPIED SCRIPTS	- £11.00	A LEVEL & GCSE
ORIGINAL SCRIPTS	- £12.00	
CLERICAL CHECK – PER UNIT	- £11.00	
PRIORITY REVIEW OF MARKING	- £48.00	WITH SCRIPT - £59.00
REVIEW OF MARKING – PER UNIT A LEVEL	- £40.00	WITH SCRIPT - £51.00
GCSE	- £36.00	WITH SCRIPT - £47.00
REVIEW OF MODERATION	- £32 PER CANDIDATE	IN ORIGINAL SAMPLE

## DEADLINES

PHOTOCOPIED SCRIPTS	- 23 AUGUST A LEVEL
PHOTOCOPIED SCRIPTS	- 30 AUGUST GCSE (EDEXCEL & WJEC ONLY)
PRIORITY REVIEW OF MARKING	- 23 AUGUST
REVIEW OF MARKING	- 20 SEPTEMBER
ORIGINAL SCRIPT	- 27 SEPTEMBER