

# **Post Results Services - January 2024 Exam Series**

Following the issue of results, a variety of Post Results Services are available to candidates, the details of which are below.

If you are not happy with some of the results you have received, the first thing you should do is speak to one of the following ASAP:

Exams Manager (Eleni Kyriacou)

Head of Year (Kelly Marshall- Yr 11, Kassim Jama - Yr 12, Lisa Bevan - Yr 13) or

Key Stage Leader (Matt Lerner - KS4, Andy Panayi - KS5)

They are best placed to help you decide the next step, one of these being to apply for a post results service.

CTEC courses offer the opportunity to resit unit exams in the next exam series if you did not achieve the grade you had hoped for. You are allowed up to 2 resits per unit after the initial first exam taken, therefore unless this was your last resit opportunity, you may not need to use the services below at all and you can resit the unit in Summer 2024.

## **Services Available**

Priority Access to Scripts - Candidates may request a copy of their marked exam script to help them decide whether to proceed with a Review of marking. A fee may apply for this service. (Fees information available from the Exams Manager). The deadline for this service is 18th March 2024

Review of Results - There are 2 services available here. The deadline for this service is 15th April 2024

1. Clerical Re-Check - This service includes the following checks:

- That all parts of the scripts have been marked;
- The totalling of marks;
- The recording of marks.

2 Review of Marking - This is a review of the original marking to ensure that the mark scheme has been applied correctly. A marking error could occur due to:

- An administrative error;
- A failure to apply the mark scheme where a task has only a 'right' or 'wrong' answer;
- An unreasonable exercise of academic judgment.

This service includes a clerical recheck

The consent of the candidate must be obtained and kept on file for this service. Only the school can request this service. If there is a university place dependent on this review, there is a priority review service available.

All candidates must be aware that if a Review of Marking is requested, there are 3 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 not change of your grade
- Your original mark is raised, so your final grade may be higher than the original grade you received

Non-Priority Access to Scripts - supports teaching & learning (Deadline 15th April 2024)

The candidate's consent is required for this service and must be kept on file. (Fees information available from the Exams Manager)

## **Appeals**

If a candidate has received their review outcome and they are still not happy with the results, they should again speak to the school asap so as to discuss the options. Please also refer to <https://www.jcq.org.uk/exams-office/post-results-services/>

Awarding Bodies will only accept appeals following the outcome of a review and only from the school and not from candidates themselves. There must be clear & specific grounds for appeal. The school will take into account all relevant factors when deciding whether to support the appeal. The decision whether to support or not will be communicated to the candidate and parents.

Appeals must be submitted to the Awarding Body within 30 days of the outcome of the review being issued, therefore if a candidate wishes to appeal, the Exams Manager must be contacted well in advance of the appeal deadline in order to allow the school sufficient time to consider the grounds for appeal.

For more information on Appeals, please visit <https://www.jcq.org.uk/exams-office/appeals/>