

Post-16 Exam Results

Student Guidance



PARKSIDE
SCHOOL

This guidance covers what to do if you are considering:

1. Requesting to see a copy of your exam script
2. Requesting a review of the marks you have been awarded for an exam

Requests to see a copy of your exam script

- If you would like to see your exam script, there are two different deadlines. **You will be given a copy of the deadlines on exam results day.** It is important you contact our exams officer, Mrs Baker (helen.baker@parksideschool.net) in good time to ensure the request deadline is met. No requests can be made after the deadlines as these are set by the exam boards, not the school.
- If a university place is pending, we strongly recommend that you request a priority review of marking instead of requesting to see a copy of your paper/s. Exam boards aim to provide the outcome of the request in approximately one week.
- If you wish to see your paper/s before deciding whether to apply for a review of marking, you cannot use the priority service the exam boards offer for the review.

Requests for reviews of marking

Consider your predicted grades, ongoing assessment provided by your teacher(s), mock exam results and expectations you had about what you were realistically going to achieve. If your result is way off what you expected and how well you think the exam(s) in the subject went, then you may be right to consider a review of marking.

If you decide to request a review of marking:

- You will need to pay for this to take place. **The costs will be given to you on exam results day as exam boards may adjust these each year.** If a review of marking leads to an overall subject grade change, the exam board will refund you.
- The exam board will check your work for marking mistakes. Your mark may change if they find any. If your mark changes your overall grade may also change. Your new grade could be higher or lower than the original.
- There are several review services that have different deadlines. **You will be given a copy of the deadlines on exam results day.** It is important you contact our exams officer, Mrs Baker (helen.baker@parksideschool.net) in good time to ensure the request deadline is met. No requests can be made after the deadlines as these are set by the exam boards, not the school.

- Once the request for review of marking is complete, if you still think there is a mistake, you can ask school to appeal the result. The exam board will then look at your work again and decide if your mark or grade needs correcting.
- If you think the exam board did not correctly follow the appeal process, you can ask school to request a review from Ofqual. Ofqual will only carry out a review if the exam board has completed the appeal process and provided a decision.

Review of marking services

1. Priority Review (University place pending)

We strongly recommend you select this service if you have a place at university pending. It includes a clerical re-check and a second examiner will review the paper/recording again to identify whether there are any genuine marking errors or unreasonable marking.

2. Priority copy of marked paper (access to exam script) to decide next steps

If you select this service, you **cannot** access the priority review of marking service offered by the exam board/s. If you have a university place pending, we strongly recommend you select the Priority Review service.

3. Review of externally assessed components (non-priority)

This service includes a clerical re-check and a second examiner will review the paper/recording again to identify whether there are any genuine marking errors or unreasonable marking. This is a slower service. You should only select this option if you have no time-sensitive place pending e.g. at university.