



GUIDANCE FOR STUDENTS & PARENTS

Centre Number: 46723



If there are **ANY** questions or problems, please contact the Exams Officer,
Mrs Nicholson– mni@allhallows.lancs.sch.uk

CONTENTS

CONTENTS.....2

AFTER THE EXAMINATIONS3

 Notification of Results3

STATEMENT OF RESULTS (Example)4

POST RESULTS SERVICES5

 Reviews of Marking5

 Deadlines:6

CERTIFICATES7

 Appendix A.....8

AFTER THE EXAMINATIONS

Notification of Results

GCSE:

Results will be available to collect from school from 8:30am until 10:30am on **Thursday 25th August 2022**.

Staff will be available in school to deal with any specific exam / careers related guidance you may require. All students and parents are welcome to join in the celebrations in the Year 11 Centre & the Senior Dining Room.

An envelope containing a hard copy of the Statement of Results will be available in school to collect on the day. Uncollected envelopes will be posted to the address recorded on our information system on the afternoon of the 25th August.

If candidates would like the results emailed on the day as they are unable to attend school to collect them, please complete the form below and return it to **mni@allhallows.lancs.sch.uk** ASAP. Requests for results to be e-mailed **MUST** be received by 18th July. The request may not be processed if received after this date.

Results will not be given out by telephone.



Candidate permission form

Results collection

Results day(s):

GCSE all other subjects offered – Thursday 25 August 2022

The normal arrangements for collecting results are **to attend All Hallows Catholic High School on the day the results are released to collect them personally.**

Uncollected results will be posted out at the end of results day by [1st] class mail to the address held on our system¹. If you require your results by either method below, please tick the relevant box and complete the required information.

Candidate name			
<input type="checkbox"/> Results should be sent to my email address _____ @ _____			
<input type="checkbox"/> I give permission for my representative _____ <i>insert name of representative here</i> to collect results on my behalf. I confirm that my representative will provide photographic ID on collection			
Candidate signature		Date	

¹ Any change of address should be notified through the official change in details process. The centre does not take any responsibility for results information sent out to addresses where this process has not been followed.

Completed forms should be returned to **The Exams Office** by **July 2022**

STATEMENT OF RESULTS

Example


On results day you will receive a 'Statement of Results'.

THIS IS NOT YOUR FINAL CERTIFICATE.

The statement lists ALL the exams you have taken.


All Hallows Catholic High School

Crabtree Avenue • Penwortham • Preston • Lancashire • PR1 0LN
@allhallowschs • T: 01772 746121 • F: 01772 908502 • E: enquiries@allhallows.lancs.sch.uk
Headteacher: Mr C Horrocks B.A.



Student Statement of Results

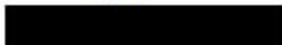
Season: Summer 2020



Series: (All)


Year: 11

Reg: 11V



Exam Results:

Board	Level	Element Code	Internal Title	Result1	Result2	Mark	Eqv	Endrs1	Endrs2	Points
AQA	GCSE/9DA	846BH	Combined Sci: Trilogy Tier H	77						
EDXL/GCSE	GCSE/9FC	1MA1H	Mathematics Option H	7						
AQA	GCSE/9FC	8061YA	Religious Studies B Option YA	5						
AQA	GCSE/9FC	8145TC	History TC	7						
AQA	GCSE/9FC	8552	Design and Technology	6						
WJEC/GCSE	GCSE/9FC	C700QS	English Language	7				M		
WJEC/GCSE	GCSE/9FC	C720QS	English Literature	6						
OCR	GCSE/9FC	J587	Physical Education	5						



“Growing together in the spirit of Christ’s love”
AN OUTSTANDING SCHOOL www.allhallows.lancs.sch.uk

GCSE grades are listed in the format U,1,2,3,4,5,6,7,8,9. Please check the statement for your final GCSE grade as opposed to component grades.

BTEC & Cambridge National grades are listed in the following format for Level 1 & 2.

P = Pass / M = Merit / D = Distinction / D* = Distinction Star

POST RESULTS SERVICES

Reviews of Marking

All Reviews of Marking (ROMs) should first be discussed with the relevant Head of Department and/or Subject Tutor who will advise on the viability of such a request. The “Review of Marking Form” should then be completed and signed (Appendix A). If your grade is amended from a review of marking you will receive a refund.

In the school’s experience, it is unusual for marks to change upwards by more than a marginal amount. However, the school reviews the marks that your child and others have achieved and will advise candidates if we feel there is an anomaly and that the paper should be reviewed. If we are concerned about results received for a particular subject, the school itself will request a review of marking of all those papers (with the candidate’s consent)

Review of marking categories are as follows:

SERVICE 1 CLERICAL RE CHECK

- Candidate consent is required and must be held on file by the centre
- The request must be received by the awarding body by 29 September 2022.
- The deadline for completion is within 10 calendar days of the awarding body receiving the request.

This service will include the following checks: • that all parts of the script have been marked; • the totalling of marks; • the recording of marks.

The outcome of the clerical re-check will be reported along with a statement of the total marks awarded for each unit, or component, included in the enquiry. Only Service 1 clerical re-checks can be requested for objective tests (multiple choice tests).

SERVICE 2 (Mark review)

This is a post-results review of the original marking to ensure that the mark scheme has been applied correctly. A marking error can occur because of: • 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 judgement. The awarding body will train its reviewers to conduct reviews of marking accurately and consistently. 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 both unitised and linear GCE and GCSE specifications.

- Candidate consent is required and must be held on file by the centre
- The request must be received by the awarding body by 29 September 2022.
- The deadline for completion is within 20 calendar days of the awarding body receiving the request. This service will include: • the clerical re-checks detailed in Service 1; • a review of marking as described above.

PRIORITY SERVICE 2P (Mark review)

This service is as Service 2. However, it is only available if a GCE A-level candidate’s place in higher education is dependent on the outcome.

- Candidate consent is required and must be held on file by the centre
- The request must be received by the awarding body no later than 25 August 2022 (seven days after the publication of GCE A-level results).
- The deadline for completion is 15 calendar days of the awarding body receiving the request.

ATS (Access to Script)

A photocopy or the original of the student’s script. Centres may request copies of scripts to support reviews of marking. Requests must be submitted to awarding bodies no later than 8 September 2022 – two weeks after the publication of GCSE results. Centres will receive the copies no later 15 September 2022, two weeks before the deadline for reviews of marking for GCSE qualifications. Requests received after the deadline will not be accepted. Or copies of scripts to support teaching and learning. Requests must be submitted to awarding bodies no later than 29 September 2022 – five weeks after the publication of GCSE results. Requests received after the deadline will not be accepted.

Deadlines:

AQA	Service 1 DEADLINE 29-Sep-22	Service 2 DEADLINE 29-Sep-22	ATS DEADLINE 29-Sep-22	Service 2P DEADLINE 25-Aug-22	Priority ATS DEADLINE 08- Sep - 22
	Clerical Check	Mark Review	Access to Scripts	Priority Mark Review	Priority Access to Scripts
Costs	£8.25	£38.35	Free	£52.85	Free
Pearson EDEXCEL	Service 1 DEADLINE 29-Sep-22	Service 2 DEADLINE 29-Sep-22	ATS DEADLINE 29-Sep-22	Service 2P DEADLINE 25-Aug-22	Priority ATS DEADLINE 08- Sep - 22
	Clerical Check	Mark Review	Access to Scripts	Priority Mark Review	Priority Access to Scripts
Costs	£11.90	£42.40	Free	£48.70	Free
EDUQUAS WJEC	Service 1 DEADLINE 29-Sep-22	Service 2 DEADLINE 29-Sep-22	ATS DEADLINE 29-Sep-22	Service 2P DEADLINE 25-Aug-22	Priority ATS DEADLINE 08- Sep - 22
	Clerical Check	Mark Review	Access to Scripts	Priority Mark Review	Priority Access to Scripts
Costs	£11.00	£37.50	£11.00	£49.50	£11.00
OCR	Service 1 DEADLINE 29-Sep-22	Service 2 DEADLINE 29-Sep-22	ATS DEADLINE 29-Sep-22	Service 2P DEADLINE 25-Aug-22	Priority ATS DEADLINE 08- Sep - 22
	Clerical Check	Mark Review	Access to Scripts	Priority Mark Review	Priority Access to Scripts
Costs	£19.50	£54.25	£13.25	£66.75	£14.00

CERTIFICATES

Certificates are received in school early November and we will be organising a certificate awards ceremony which we will contact you regarding at a later date. Those unable to attend the Certificate Evening will be able to collect their certificates from school afterwards. These need to be signed for by the candidate.

JCQ regulations state that certificates should be kept for 12 months. If they remain uncollected after this time they will be disposed of securely.

Certificates are important documents. Most educational institutions and potential employers will ask to see your original certificates. If you lose or fail to collect your Certificates, you will need to obtain duplicates from the relevant Awarding Body. The Awarding Bodies no longer replicate certificates unless you can prove they were destroyed by theft, fire or flood; they will only issue a Statement of Achievement. This currently costs in the region of £40.00 per 'Statement of Achievement'.



AQA City & Guilds CCEA Edexcel OCR SQA WJEC

Produced on behalf of: AQA, CCEA, Edexcel, OCR and WJEC.

Notice to Centres

Unclaimed Certificates

The Awarding Bodies have agreed to implement a standard procedure for dealing with unclaimed certificates.

Centres may destroy any unclaimed certificates by a secure method (for example by shredding or incineration) after holding them for a period of 12 months from the date of issue. A record of all certificates destroyed by a centre should be kept for a further period of four years from the date of their destruction.

Any queries concerning the destruction or secure disposal of unclaimed certificates should be directed to the awarding body that issued the certificates.

Appendix A

REVIEWS OF MARKING & ACCESS TO SCRIPTS – GCSE

What services are available?

Service	Type	What happens?
1	Clerical check	The adding up of marks is checked.
2	Review of marking	The exam paper is checked to make sure it was marked correctly according to the mark scheme. Marks are changed if the new examiner feels there has been a clear marking error.
3	Access to script (original)	You get your original exam paper back.
4	Priority Review of marking	The exam paper is checked very quickly to make sure it was marked correctly according to the mark scheme. Marks are changed if the new examiner feels there has been a clear marking error.
5	Priority Access to script (copy)	You get a copy of your exam paper back quickly so you can decide whether to apply for a review of marking.

Can I have my coursework or controlled assessment re-marked?

- No. This service is not offered by the Awarding Bodies.

What do I have to pay?

- You have to pay for each exam paper, not for each subject.
- A payment request will be sent to you via parent mail once school receive the request for a review of marking.

Service	Type	Deadline		GCSE
1	Clerical check	AQA: Edexcel: OCR: WJEC	All 29 September 2022	AQA: £8.25 Edexcel: £11.90 OCR: £19.50 WJEC: £11 (not available for electronically marked scripts)
2	Review of marking	AQA: Edexcel: OCR: WJEC	All 29 September 2022	AQA: £38.35 Edexcel: £42.40 OCR: £54.25 WJEC: £37.50
3	Access to scripts (original)	AQA: Edexcel: OCR: WJEC	All 29 September 2022	AQA: £0 Edexcel: £0 OCR: £13.25 WJEC: £11
4	Priority review of marking Please add an additional £14 per paper if a photocopy of the reviewed script is required	AQA: Edexcel: OCR: WJEC	All 25 August 2022	AQA: £52.85 Edexcel: £48.70 OCR: £66.75 WJEC: £49.50
5	Priority access to scripts (copy)	AQA: Edexcel: OCR: WJEC	All 8 September 2022	AQA: £0 Edexcel: £0 OCR: £14 WJEC: £11

What can happen to my mark or grade?

- Marks and grades can go up, go down or stay exactly the same.
- If your grade for a **subject** (not unit/paper) increases we will return your payment.

Please Turn Over

Name:	Candidate number:
Candidate contact number:	Candidate Email:

Please use one line per exam paper, not per subject.

Awarding Body	Subject	Exam paper title (& code if known)	Service No.	Fee (per paper)
				£
				£
				£
				£
				£
			Total cost	£

Can parents authorise this review of marking?

- No.
- This form **must** be signed by the candidate in the box below. If the candidate is not able to sign a form and give permission, please contact the Exams Office to discuss the best action.

I give my consent to All Hallows Catholic High 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 as the grade which was originally awarded for this subject.

☐ I confirm that where I am applying for a review of marking, this has been discussed with (enter teacher's name) prior to the request being made.

Candidate Signature:

.....

For Exams Office use only:

Payment received £

Service applied for date:

Outcome received date:

PLEASE RETURN THIS FORM, ALONG WITH THE RELEVANT PAYMENT, TO THE EXAMS OFFICE