

# **Davison Church of England High School for Girls**

## **GUIDANCE FOR STUDENTS & PARENTS**

### **Results and Post-Results**



**Centre Number: 65335**

This guide aims to give valuable advice for examination results  
received by candidates.

**Please read this document carefully  
and retain it for future reference**

If you have **ANY** questions or problems, please contact the Exams Office,  
[d.exams@davisonhigh.school](mailto:d.exams@davisonhigh.school)

## AFTER THE EXAMINATIONS

### Notification of Results

Students will be able to collect their GCSE results, from the school Refectory, on **Thursday 25th August 2022 at 10am till 12 Midday.**

We respectfully ask that students and family members **do not come on to the school site before 10.00am.**

Once results have been collected, we would welcome all students, and their families, to remain on the school field and catch up with other students/fellow parents and carers

There will be staff, on site, to support and answer any questions.

If students are unable to collect results themselves they will need to send someone in their place.

They must be over the age of 18, and bring a signed letter from the student confirming they give permission for them to collect on their behalf – **we will not be able to release results without written permission from the students**

Any uncollected envelopes will be posted to the address recorded on our information system at lunch time on Thursday 25th August.

**Results will not be given out by telephone**

## STATEMENT OF RESULTS

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 and any components within the qualification.

Candidate Statement of Results

**Season:** Summer Series 2022

**Series:** (All)

**Name:**

**Year:** (11)

**Candidate Number:**

**Reg. Group:** (11OR)

**UCI:** 53350178

**ULN:** 1871773

### Exam Results

Board	Level	Element Code	Title	Grd1	Grd2	Mark	Equiv	End1	End2	Points
AQA	GCSE/9DA	8464H	Combined Sci: Trilogy Tier H	65						5.5
AQA	GCSE/9FC	8035	Geography	6						6
AQA	GCSE/9FC	8062BA	Religious Studies A Option BA	5						5
AQA	GCSE/9FC	8300H	Mathematics Tier H	7						7
AQA	GCSE/9FC	8700	English Language	7				M		7
AQA	GCSE/9FC	8702PN	English Literature Option PN	7						7
OCR	GCSE/9FC	J536B	Music-Postal Moderation	6						6

Endorsement grades are listed in the format P = Pass / M = Merit / D = Distinction.

- **9 = High A\* grade**
- **8 = Lower A\* or high A**
- **7 = Lower A grade**
- **6 = High B grade**
- **5 = Lower B or high C**
- **4 = Lower C grade**
- **3 = D or high E**
- **2 = Lower E or high F**
- **1 = Lower F or G**
- **U = U remains the same**

BTec grades Level 2 equivalents would roughly be as follows:

- **Distinction \* (D\*) = 8 or 9 at GCSE**
- **Distinction (D) = 7 or 8 at GCSE**
- **Merit (M) = 5 or 6 at GCSE**
- **Pass (P) = 4 or 5 at GCSE**

## POST RESULTS SERVICES

### Reviews of Results

If you are thinking about a Reviews of Marking (RORs) please first e-mailed to d.exams@davisonhigh.school so they will pass to the relevant subject teacher who will advise on the viability of such a request.

The "Review of Results Form" should then be completed and signed and fees paid

#### Review categories are as follows:

##### **SERVICE 1 CLERICAL CHECK**

This service includes the following checks:

That all parts of the script have been marked.

The totalling of marks.

The recording of marks.

The application of any adjustments.

The application of grade thresholds.

The application of any special consideration, where applicable (indicate on form).

The outcome of the re-check will be reported along with a statement of the total marks awarded for each unit/component included in the enquiry.

The target for completion is within 20 calendar days of exam board receiving request.

##### **SERVICE 2 – MARK REVIEW**

This is a post-result review of the original marking to ensure that the agreed mark scheme has been applied correctly. The service is available for externally assessed components of both unitised and linear specifications.

The deadline for completion is within 30 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;
- if requested, a copy of the reviewed script(s) for those units/components included as part of the Access to Scripts service.

(If the nature of the unit/component is such that access to scripts cannot be arranged, such as externally assessed Modern Foreign Language Speaking tests, then a report/copy of the record sheet may be requested.

Awarding bodies will advise centres of the mechanism by which reports may be requested.)

##### **ATS (Access to Script)**

A photocopy or the original of the student's script.

## Deadlines:

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 all those papers (with the candidate's consent)

We will not be accepting ROR request before the 1st September this is so you have time look at your result and work out if this is the best option for you your grade can go down as well as up.

Do I need this grade for Colleague or Uni?

Call the colleague and see if this grade will affect your next steps if no do you want the stress of the review?

How many marks were you off the next grade? As previously mentioned it is unusual for mark to change by much

Can you retake at colleague next year?

If you would still like to submit a review of marking, please check opening and deadline dates below and then complete the review of result paper work Appendix B

	<b>Service 1</b>	<b>Service 2</b>	<b>ATS</b>	<b>ATS Priority</b>
<b>OPEN</b>	<b>1-Sept-22</b>	<b>1-Sept-22</b>	<b>1-Sept-22</b>	<b>1-Sept-22</b>
<b>DEADLINE</b>	<b>19-Sept-22</b>	<b>19-Sept-22</b>	<b>19-Sept-22</b>	<b>05-Sept-22</b>
	<b>Clerical Check</b>	<b>Mark Review</b>	<b>Access to Scripts</b>	<b>Priority Access to Scripts</b>

## Payments:

Please make a bank transfer to  
 Account No: 00647417  
 Sort Code: 30-00-02  
 Payee: WSCC Davison CE High School  
 Reference: Child's initial and surname and the letters ROR.

The amount should be for the cost of the services you require. If the outcome involves a grade change there will be no fee payable and the fees will be refunded to you.

Requests will not be actioned unless fees have been paid in advance and the application form has been completed and signed by a parent AND the student.

**If you are pupil premium please contact Mrs Vent before completing the review form**

Review of Results (RORs) GCSE POST RESULTS SERVICES FEES						
<i>Fees are per candidate per exam unit. Some exams can have more than one unit.</i>						
<i>A fee is payable for each unit, some exams have more than one unit. The fees for each unit are shown below.</i>						
<i>If a review results in marks being changed (up or down) there is no charge made.</i>						
<b>IMPORTANT: MARKS CAN GO DOWN AS WELL AS UP - YOU COULD END UP WITH A LOWER MARK</b>						
	Deadlines: Decisions for Review of Marking (priority copy) 05.09.2022 Issued by 15.09.2022		Deadline 19.09.2022 Outcome issued within around 10 days of application		Deadline 19.09.2022 Outcome issued within around 20 days of application	
	Access to Scripts (ATS)	Return of Original Script - At Time Of / Post Results (ATSO)	Clerical Check of Marks (Service 1)	Clerical Check with Copy of Checked Script (Service 1)	Review of Marking (Service 2)	Review of Marking with Copy of Post Results Amended Script (Service 2)
<b>AQA</b>	£0.00	£0.00	£8.25	£8.25	£38.35	£38.35
<b>Edexcel (Pearson)</b>	£0.00	£13.10	£11.90	£25.00	£42.40	£55.50
<b>OCR</b>	£13.25	£14.00	£19.50	£33.50	£54.25	£68.25
<b>WJEC</b>	£11.00	£11.00	£11.00	£22.00	£37.50	£48.50

## CERTIFICATES

Certificates are received in school early November.

More information will be sent out in October with arrangements on how to collect these.

JCQ regulations state that certificates should be kept for 12 months. If they remain uncollected they may 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.

## Review of Results (RORs) Request for GCSE Post Results Service

Pupil Name \_\_\_\_\_

*Please tick a box to indicate whether a service is required. Fees are shown overleaf.  
A fee is payable for each unit, some exams have more than one unit. Please write the fee in the box provided (under your tick). Fees are shown overleaf.  
If a review results in marks being changed (up or down) there is no charge made.  
**IMPORTANT: MARKS CAN GO DOWN AS WELL AS UP - YOU COULD END UP WITH A LOWER MARK***

Subject			Deadlines: Decisions for Review of Marking 19.09.2022 Teaching Purposes 26.09.2022		Deadline 19.09.2022		Deadline 19.09.2022	
			Access to Scripts (ATS)	Return of Original Script - At Time Of Post Results (ATSO)	Clerical Check of Marks (Service 1)	Clerical Check with Copy of Checked Script (Service 1)	Review of Marking (Service 2)	Review of Marking with Copy of Post Results Amended Script (Service 2)
<b>Please tick a box to indicate if the service is required and write the cost in the box underneath</b>								
			<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	£	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	£	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	£	<input type="checkbox"/>	£	<input type="checkbox"/>
Total for services requested					£			

I hereby authorise the above enquiry about my child's examination results and agree to pay any costs incurred.

Signature of parent / guardian

..... Date .....

I give my consent to the head of my school to submit a clerical re-check or a review of marking for the examination(s) listed above. In giving consent I understand that the final subject grade and/or mark awarded to me following a clerical re-check or a review of marking, and any subsequent appeal, may be lower than, higher than, or the same as the result which was originally awarded for this subject.

**Parents: Please make a bank transfer to Account No: 00647417 Sort Code: 30-00-02 Payee: WSCC Davison CE High School Reference: Child's initial and surname and the letters ROR. The amount should be for the cost of the services you require. If the outcome involves a grade change there will be no fee payable and the fees will be refunded to you. Requests will not be actioned unless fees have been paid in advance and the application form has been completed and signed by a parent AND the student.**

**Please return this completed form to the Examinations Office and make your payment no later than the deadline shown for the service. Requests / payments made after the deadline can not be actioned. Please record the date you paid for the services below.**

Payment for the services has been made on (date) .....

Reference: .....

Signature of student

.....

Date .....



## Appendix A – Clerical rechecks, reviews of marking and appeals – Candidate consent form



AQA

City &amp; Guilds

CCEA

OCR

Pearson

WJEC

### Clerical re-checks, reviews of marking and appeals

#### Candidate consent form

##### Information for candidates

The following information explains what may happen following a clerical re-check, a review of marking and any subsequent appeal.

If your school or college submits a request for a clerical re-check or a review of the original marking, and then 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.

To proceed with the clerical re-check or review of marking, you **must** sign the form below. This tells the head of your school or college that you have understood what the outcome might be, and that you give your consent to the clerical re-check or review of marking being submitted.

##### Candidate consent form

Centre number	Centre name
Candidate number	Candidate name

Details of review (awarding body, qualification level, subject title, component/unit)

.....

.....

I give my consent to the head of my school or college to submit a clerical re-check or a review of marking for the examination(s) listed above. In giving consent I understand that the final subject grade and/or mark awarded to me following a clerical re-check or a review of marking, and any subsequent appeal, may be lower than, higher than, or the same as the result which was originally awarded for this subject.

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

**This form should be retained on the centre's files for at least six months following the outcome of the clerical re-check, review of marking or any subsequent appeal.**

## Appendix B – Access to Scripts – Candidate consent form for access to and use of examination scripts



AQA

City &amp; Guilds

CCEA

OCR

Pearson

WJEC

### Access to Scripts

#### Candidate consent form for access to and use of examination scripts

Centre number	Centre name
Candidate number	Candidate name
Qualification level/subject	Component unit/code

☐ I consent to my scripts being accessed by my centre.

Tick ONE of the boxes below:

- ☐ If any of my scripts are used in the classroom, I do not wish anyone to know they are mine. My name and candidate number must be removed.
- ☐ If any of my scripts are used in the classroom, I have no objection to other people knowing they are mine.

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

**This form should be retained on the centre's files for at least six months.**