

King Solomon High School

Post results guide for parents and students.

Summer 2024

A Levels / GCE



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

If there are any questions or issues, please contact the school's Examinations Officer, Mrs Grant-Bampton.

Hgrantbampton1.317@kshsonline.uk

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Results Day Administration

- Results will be available for collect from the school between **8-10:30am** on **Thursday 15th August 2024**.
- Staff will be on site and available from **8am** to assist with any specific exam related guidance you may need.

If you are not able to collect your results in person:

- Statement of Results will be emailed to your school email address later in the day on results day. Please ensure that you have working access to your email address in advance of results day.
- If you would like to nominate someone else to collect your Statement of Results on Results Day, please email our Examinations Officer in advance stating who will be collecting them on the day. They will need to bring ID with them.
- **Results will not be given out over the telephone.**

When you arrive at school, you will be given an envelope that contains the following information:

- Statement of Results.
- Post results services consent forms – (these give the Examinations Officer permission to act on your behalf for services such as Access to Scripts, Review of Marks and Appeals).

Statement of Results

On Results Day you will receive a Statement of Results generated by the school that will show your provisional results. The results are provisional (pending any post-results services outcomes that you may have applied for) until you receive your exam certificates. The Statement of Results lists all the qualifications you have completed, as well as the overall mark you achieved per subject.

The grades to the right-hand side of the qualification indicates your final grade for that qualification.

(For students who sat Cambridge Technicals – you will also receive unit grades, as well as the final grade for each subject).

UCAS

If you've applied to university through UCAS, your provisional results will be sent by the Awarding Bodies directly to them and they will forward them to your chosen university or college. If you request any post-results services and your grades change, an amendment file will be sent to UCAS. If your exam results were not what you expected, or you would like some guidance about what to do next, speak to Miss Karlsson, Director of Sixth Form or another member of staff. You can also contact the UCAS Exam Results Helpline for help and advice on anything including retakes, resits, gap years, apprenticeships, further education, clearing and funding. Their contact number is 0800 100 900. Alternatively, you can visit the [UCAS](#) website directly.

Grade Boundaries

Normal grading arrangements will continue for AS and A levels in 2024. As usual, Ofqual will make sure that the awarding organisations take a suitable approach to grading each of their qualifications. There are no set numbers of each grade available. You will be awarded a grade that reflects your performance.

It is important to remember that grade boundaries vary from year to year for each qualification. Although senior examiners aim to produce exam papers of the same difficulty each year, in practice this is very hard to do. Because of this, the grade boundaries vary to reflect the level of challenge of the papers taken that year. These changes to grade boundaries make sure that fair and appropriate grading standards are set and that it is not easier or harder to get a grade from one year to the next. As in any year, senior examiners will recommend grade boundaries for every qualification after they have reviewed students' work in their exams and other assessments.

What to do if you are unhappy with your results

1. **Talk to your teacher** - If together you decide that there may be a problem with the marking, there are a number of things that can be done BUT there may be a cost involved, so your parents/carers need to authorise this.
2. **Decide with your teacher and your parents a plan of action** – A review of your results may result in your marks or grades being changed.

IMPORTANT: Marks and grades can go up OR down – you could end up with a lower mark or grade.

If grade goes up there is unlikely to be a fee charged. However, this may depend on the Awarding Bodies' fee policy.

If your grade does not change, then there is a fee charged.

3. **Follow the Post Results flowchart** – The flowchart is further in this document. This will help you decide what service you may need.
4. **Complete the Post Results form** – You will find the relevant form/s in your Results Day envelope.
5. **Pay for the services you have requested** – This can be done via Scopay.
6. **Bring the completed form/s to the Examinations Officer** – As well as proof of payment.
7. **Contact Mrs Grant-Bampton in her office if any issues** – Located in the 6th Form block.
(Email address – hgrantbampton1.317@kshsonline.uk)

Post results services explained

Review of Results

All Reviews of Marking (RORs) should first be discussed with the relevant Head of Department and/or Subject Teacher who will advise on the viability of such a request. The Review of Marks Form should then be completed and signed. No request will be actioned unless payment has been made. Payment details are given further in this booklet.

In the school's experience, it is uncommon for marks to change by more than a marginal amount. It is important to note that marks and grades can go up or down! However, the school reviews the marks that you and others have achieved and will advise if we feel 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 every paper for that subject cohort (with the consent of all candidates).

If your university place is pending, we do not recommend that you obtain a script first or a clerical check. The deadline for requesting a priority review is 22nd August 2024. Although scripts are mainly online now, there could be a technical delay and the scripts may not arrive in time for the priority review to be requested. The turnaround for a clerical check is 15/20 days but the deadline for requesting a priority review is only 7 days after results day.

If you do not have a university place pending, we recommend that you still ask for a priority script. These should be issued by 31st August 2024 and you have until 26th September 2024 to request a review.

Please see the next page for descriptions of the review of marking categories.

Review of Marking categories

SERVICE 1 CLERICAL CHECK

This service includes the following checks:

A check of all clerical procedures which lead to a result being issued. Checks include: all parts of script have been marked; totalling of marks; recording of marks. You can request a copy of the checked script. The outcome is normally issued within 15 calendar days of application.

SERVICE 2 (Mark review)

A check that the examiners have marked externally assessed components correctly. Changes to marks will only be made where there is an administrative or marking error but not where the original mark is reasonable. This is in line with Ofqual's review of marking guidance. Marking errors can occur as a result of: an admin error; a failure to apply the mark scheme where a task has a 'right' or 'wrong' answer; an unreasonable exercise of academic judgement. The checks will also include the clerical rechecks detailed in service 1. You can request a copy of the reviewed script. The outcome is normally issued within 20 calendar days of application.

IMPORTANT: MARKS CAN GO DOWN AS WELL AS UP - YOU COULD END UP WITH A LOWER MARK. REVIEWERS WILL NOT REMARK THE SCRIPT. THEY ONLY ACT TO CORRECT ANY ERRORS IDENTIFIED IN THE ORIGINAL MARKING.

PRIORITY SERVICE 2P (Mark review)

This service is as Service 2. However, it is only if a A-level / GCE candidate's place in higher education is dependent/at risk of the outcome.

Any applications not meeting these criteria will be treated as normal Service 2 requests. The deadline for completion is within 15/20 calendar days of the awarding body receiving the request.

IMPORTANT: MARKS CAN GO DOWN AS WELL AS UP - YOU COULD END UP WITH A LOWER MARK. REVIEWERS WILL NOT REMARK THE SCRIPT. THEY ONLY ACT TO CORRECT ANY ERRORS IDENTIFIED IN THE ORIGINAL MARKING.

ATS (Access to Script)

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

Post Results service deadlines

Service 1 Clerical Check	26 th September 2024
Service 2 (Review of Marks – Non Priority)	26 th September 2024
Service 2P (Review of Marks – Priority)	22 nd August 2024
Access to Scripts	26 th September 2024
Priority Access to Scripts	29 th August 2024

Exam Certificates

Certificates usually start arriving from November onwards. Once all certificates have been received, a message will be placed on the school website letting you know they are ready. Students will need to email the following information to the Examinations Officer at hgrantbampton1.317@kshsonline.uk requesting to collect certificates from school: Full name, date of birth, home address, grades achieved. Once they are ready for collection, the Examinations Officer will email.

Parents/ carers are not permitted to request certificates as they remain the student's property.

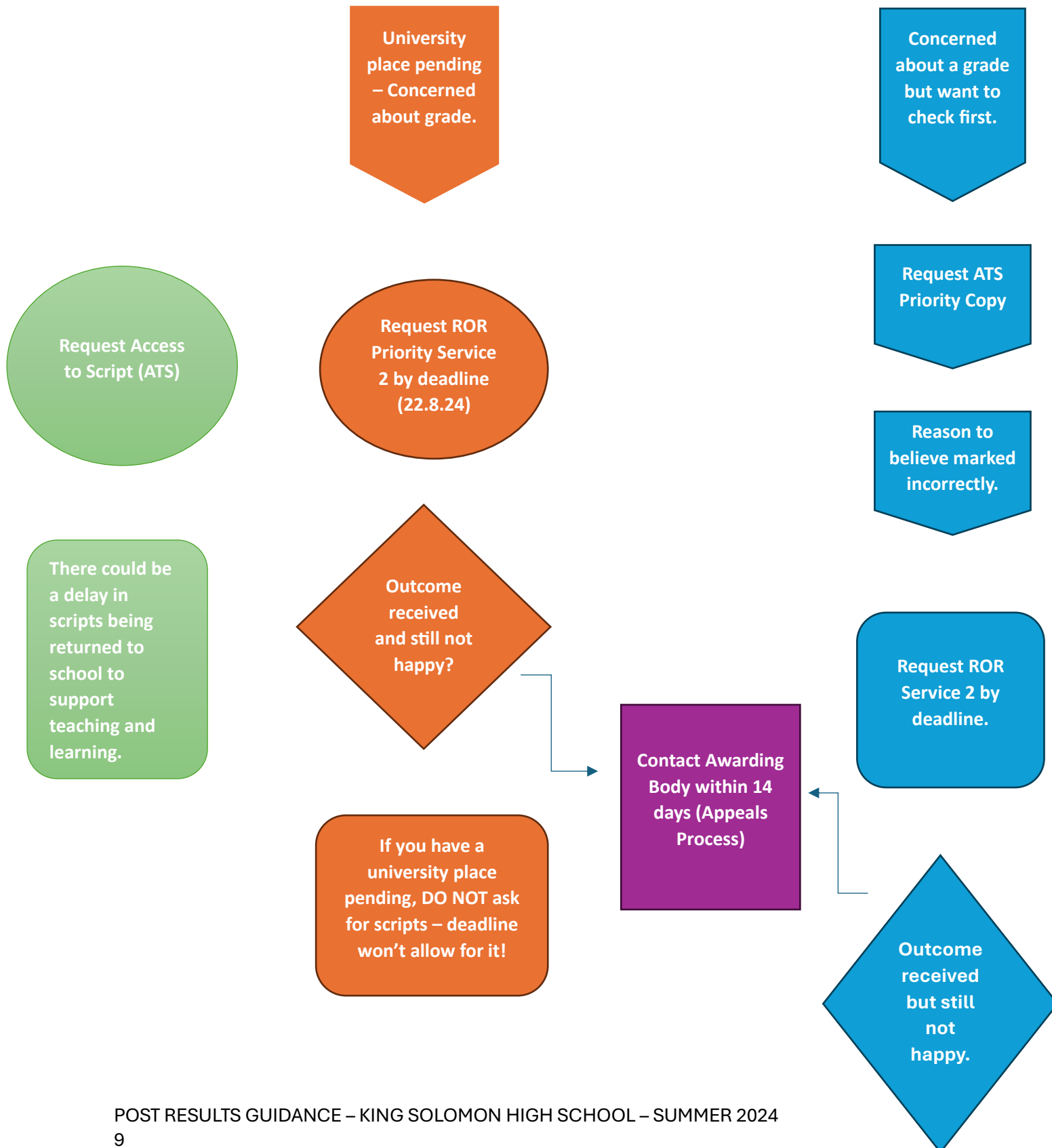
Joint Council for Qualifications (JCQ) regulations state that schools should keep certificates for 12 months. If they remain uncollected, they may be disposed of securely.

Once certificates leave our school site, they are no longer the school's responsibility.

If certificates get lost, the student will need to apply directly to the awarding body for replacements and the cost of each certificate may be as much as £60 (fees vary).

Awarding bodies do not issue replacement certificates for A Level / GCE qualifications, instead they will issue a certified statement of results which can be used in place of an exam certificate. It is therefore recommended that you collect your certificates and take good care of them.

Which Post-Results Service suits you?



A Level / GCE Post Result Fees – Summer 2024

*****Prices per paper / unit per student*****

	Access to scripts (ATS)	Service 1 – Clerical Check	Service 2 – Review of Marking	Service 2P – Priority Review of Marking
AQA	£5	£10	£49	£58
Edexcel	£5	£14	£55	£65
OCR	£5	£11	£62	£76
WJEC	£5	£11	£46	£55

