RESULTS AND POST EXAM RESULTS SERVICES

SUMMER 2019

A GUIDE FOR STUDENTS AND PARENTS

RESULTS DAYS

Results for **CIE iGCSE exams** will be available via CIE log-in from 06:00 on Tuesday 13th August. Students have been given log in details to get their results direct from the CIE website on that day. If students have lost this information they should email Mr Szafranski in advance of the 13th on z.szafranski@purcell-school.org.

CIE Pre-U Music results will be available via CIE log-in from 06:00 on Thursday 15th August. Please note results **cannot** be collected in person at the school. If students have lost their log in details they should email Mr Szafranski in advance of the 15th on z.szafranski@purcell-school.org.

Results for other boards which are regulated by JCQ (that is Edexcel, AQA and OCR) will be sent out by e mail on Thursday, 15th August for AS and A-levels and Thursday 23rd August 2018 for GCSEs. **Results will be sent to pupils' school email accounts** (including those of Sixth Form leavers) and **cannot** be sent to any other email address.

The web address/URL needed to access School email remotely is: https://mail.purcell-school.org. If you have trouble connecting to this email address please contact Mr. S. Kingsbury (email: s.kingsbury@purcell-school.org) in good time. You should also ensure that your email inbox is not full as this will delay receipt of your results.

If you wish to call in to school on a JCQ Results' day (16th and 23rd August only) to pick up a 'hard-copy' Notification of Results, please email Mr Szafranski at z.szafranski@purcell-school.org to arrange a suitable time. Please **do not** arrive without having made an appointment.

POST RESULTS SERVICES

The Examination Boards offer a Post Results Service which allows candidates access to copies of their exam scripts, the return of original scripts, clerical checks and review of marking. All services must be administered through the Examinations Office at the Purcell School and are only applicable to the May/June 2019 exam series.

Please see the key dates on the table on the page 4.

Please remember that an enquiry may result in subject grades being confirmed, raised or lowered. It is important to remember that unless the total marks indicate that the next grade up was only narrowly missed (i.e. within 1% of the next grade) it may not be advisable to proceed with an enquiry.

The decision as to whether to pursue a review of marking **MUST** be discussed with the relevant **Head of Department** before proceeding.

In order to decide which Post Results service you wish to apply for please refer to the guide on page 5 'Post Results Services Available'.

All queries about Results and Post-Results services should be addressed in writing (sent via email) to Mr Szafranski (z.szafranski@purcell-school.org). All requests for Enquiries about Results **must** be made via the school and **not** direct to the exam board via students or their parent/guardian.

DEADLINES

Candidates are strongly advised to submit enquiries about results at the earliest opportunity. This will enable the awarding body to take a holistic view of the quality of marking and allow them to take any corrective action which may be required in a timely fashion.

Requests made after the deadlines **WILL NOT BE ACCEPTED OR PROCESSED** by the awarding bodies – please check the deadline dates and times carefully. All enquiries must be received by the Exams Office in writing **at least three days** before the JCQ/CIE stated deadline on the page 4.

Please note, enquiries about results **cannot** be submitted to the school prior to 16th August for AS and A-levels and 23rd August for GCSE and iGCSEs.

Extensive information on post results services and fees can be found on the websites of the relevant exam board.

Cambridge International	www.cie.org.uk	Edexcel	www.edexcel.org.uk
AQA	www.aqa.org.uk	OCR	www.ocr.org.uk

HOW TO APPLY

Consent form(s) must be completed and signed **BY THE STUDENT** and returned to the Exams Office before any enquiry will be initiated – verbal instructions will not be accepted or acted upon.

Forms should be completed, signed, scanned and emailed to the Mr Szafranski.

JCQ regulations **do not** permit parents to request Enquiry About Results (EAR) or Access To Scripts (ATS) services on behalf of their children.

Fees are payable for all services. The boards generally do not charge where grades change. For details of fees see the website of the relevant exam board.

KEY DATES

Key Dates	Enquires about Results: Reviews and clerical checks of marks (EARs)	Access to Scripts: Requests for scripts (ATS)
Tuesday 13th August	CIE – Results released for iGCSE, AS and A-level	
Thursday 15th August	JCQ - Issue of AS and A-level results Enquiries about results may be requested now	JCQ - Requests for AS and A-level scripts can now be received
Thursday 15th August	CIE - Enquiries about results may be requested now	CIE - Requests for AS and A-level scripts can now be received
Thursday 22nd August	CIE - DEADLINE for priority enquiries about results	CIE – DEADLINE for priority copy of script requests
Thursday 22nd August	JCQ - Issue of GCSE results Enquiries about results may be requested now	JCQ - Requests for GCSE scripts can now be received
Thursday 22nd August	JCQ - DEADLINE for Priority Service 2 reviews of marking (GCE A-level qualifications only)	JCQ - DEADLINE for exam boards to receive requests for copies of AS and A-level scripts to support review of marking
Thursday 6th September		JCQ - DEADLINE for exam boards to receive requests for copies of GCSE scripts to support reviews of marking
Thursday 20th September	JCQ - DEADLINE for exam boards to receive enquiries about results (GCSE, AS and A-level)	
Thursday 20th September	CIE - DEADLINE to receive review requests for enquiries about results (iGCSE, AS and A-level)	
Thursday 27th September		JCQ – DEADLINE for requesting copies of scripts to support teaching and learning

JCQ Exam Boards: AQA, Edexcel, OCR

POST RESULTS SERVICES AVAILABLE

1	EAR Service 1: Clerical re-check	This is a re-check of all clerical procedures leading to the issue of a result.
1a	EAR Service 1 with a copy of the re-checked script	This service will include the following checks: • that all parts of the script have been marked; • the totalling of marks; • the recording of marks.
2	EAR Service 2: Review of marking	This is a post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly. It is **not** a re-marking of the candidate's script.
2a	EAR Service 2 with a copy of the reviewed script	This service will include: • the clerical re-checks detailed in Service 1; • a review of marking as described above.
3	EAR Priority Service 2: Review of marking	This is a priority post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly. It is **not** a re-marking of the candidate's script.
3a	EAR Priority Service 2 with a copy of the reviewed script	It is **only** available if a GCE A-level candidate's place in higher education is dependent on the outcome. This service is also available for Edexcel GCSE.
4	EAR Service 3: Review of moderation (This service is not available to individual candidates)	This is a review of the original moderation to ensure that the assessment criteria have been fairly, reliably and consistently applied. It is **not** a re-moderation of candidates' work
5	ATS: Copy of script to support a review of marking	This is a priority service that ensures copy scripts are returned to the centre in sufficient time to allow decisions to be made whether a non-priority review of marking should be applied for
6	ATS: Copy of script to support teaching and learning	This is a non-priority service enabling centres to request copies of scripts to support teaching and learning

POST RESULTS SERVICES: ENQUIRY AND CONSENT FORM

To request an Enquiry about results (EAR) and/or Access to scripts (ATS) please complete the required information in the white boxes and sign and date the form to confirm consent/permission.

The services available for the **Summer 2019** exam series are numbered 1-6 on page 5. This number should be used to indicate the service(s) requested.

Candidate name		Candidate number	
Candidate email		Contact number	

Board	(i)GCSE, AS or A Level	Exam Code	Exam Title	Service (see above)	Fee £
				Total cost £	

I give my consent to the The Purcell School Examinations Office making an enquiry about the results of the examinations listed above. In giving consent, I understand that the final subject grade awarded following an enquiry about result(s) and any subsequent appeal may be lower than, higher than, or the same as the grade which was originally awarded for this subject.

Pupil Name	
Signature	
Date	

Please do not make any payment until requested to do so by the school.

Tick **ONE** of the following boxes below:
- ☐ If any of my scripts are used in the classroom I do not wish anyone to know it is 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.

By signing here I confirm my consent/permission above.

Pupil Signature		Date	

Your application will be acknowledged and you will be kept informed of the progress.
Please return to: **z.szafranski@purcell-school.org**