



BOSTON HIGH SCHOOL NOVEMBER 2024 POST RESULTS SERVICES – GCSE

All staff at Boston High School hope that students are pleased with their examination results. If, however, a result falls significantly short of what was anticipated, reviews of marking can be made through the post results services which are available from the awarding bodies. Awarding bodies also provide an 'access to scripts' service.

All applications for post results services and access to scripts must be processed by the Examinations Officer.

Before you make a request to the Examination Officer, discuss your intentions with your Subject Leader or Learning Leader as the School may well support your request and pay the associated fee. If the School cannot support your request, the Examinations Officer can make the application on your behalf, **with parental/carers consent**. You will have to pay the associated fee in advance before any application is made – cheques need to be made payable to Boston High School.

CLERICAL CHECK – SERVICE 1 POST-RESULTS SERVICES

This is a re-check of all clerical procedures leading to the issue of a result, including the following checks:

- That all parts of the script have been marked;
- The totalling of marks;
- The recording of marks.

The target for completion is within 10 calendar days of the awarding body receiving the request.

IMPORTANT! Please see outcomes of post-results services on the next page.

REVIEW OF MARKING – SERVICE 2 POST-RESULTS SERVICES

This service is available for externally assessed components which includes:

- The clerical checks detailed in Service 1 above;
- A review of the original marking to ensure that the agreed mark scheme has been applied correctly.

The target for completion is within 20 calendar days of the awarding body receiving the request.

IMPORTANT! Please see outcomes of post-results services on the next page.

OUTCOME OF CLERICAL CHECKS & REVIEWS OF MARKING, POST-RESULTS SERVICES

Clerical Checks/Reviews of Marking have 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, and 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.

Before the Examinations Officer applies for a Clerical Check or Review of Marking, you will be required to sign a candidate consent form to confirm that you understand the above, in particular that you accept that **grades may go down**. Where there has been a downgrade, the request will **not** be revoked and the original higher, grade will **not** be reinstated.

ACCESS TO SCRIPTS

Candidates can request access to their own scripts for general interest or to inform future learning. Original scripts, or an electronic image of the script, will be returned for scripts to support teaching and learning option. Original scripts must not be written on or otherwise tampered with ahead of the earliest date for disposal as they may need to be retrieved for return to Awarding Bodies earlier than this date. **Candidates should not request original scripts if they intend to lodge an enquiry about a result.**

If required candidates can request access to copies of clerically checked or reviewed scripts for an extra fee with their applications, see fees on next page.

KEY DATES FOR POST RESULTS SERVICES GCSE NOVEMBER 2024

Thursday, 06 February 2025	DEADLINE to request Clerical Checks and Reviews of Marking
Thursday, 06 February 2025	DEADLINE to request Scripts to Support Reviews of Marking & Teaching and Learning

POST RESULTS SERVICES EXAM BOARD FEES NOVEMBER 2024

	OCR	PEARSON
	GCSE	GCSE
Service 1 – Clerical Check per unit	£11.50	£13.10
<i>Clerical Check with copy of script</i>	£28.25	£27.60
Service 2 – Review of Marking per unit	£65.25	£46.70
<i>Remark with copy of script</i>	£82.00	£61.20
Access to scripts Post Enquiry Reviewed Script	£14.50	£16.75
Access to scripts to Support Reviews of Marking & Teaching & Learning	FREE	FREE