**The Charter School North Dulwich**

**Review of Results – GCSEs**

Following the issue of results, awarding bodies make post-results services available. The exam board Review of Results process allows candidates to request a review the original marking to ensure that the mark scheme has been applied correctly. There is no grade protection for a review of marking. The mark and grade can go up, stay the same, or go down. The final decision to apply belongs to the centre (the school). If you would like your paper to be reviewed, please complete the form below to request this.

There is a charge for Review of Results (remark process) from the exam boards, outlined at the end of this sheet.

**You must pay for the Review of Results on ParentPay, *unless* you are entitled to Pupil Premium** (where the school covers the cost of a Review of Results)**. *Your request will not be sent to the exam board until payment is made.***

**All requests for Review of Results services must be made through school.** The awarding bodies will not accept private applications. If the Review of Results sees a grade change (either lower or higher), the awarding body will refund the centre (The Charter School), and the school will refund your ParentPay account.

**If you would like to request a Review of Results,** **you must complete this form electronically and email** it to The Charter School’s Exams Officer using this email address: [postresults@charternorthdulwich.org.uk](mailto:KS5postresults@charternorthdulwich.org.uk)

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| **Candidate Forename:** |  | **Candidate Surname:** |  |
| **Candidate Number:** |  | **Level (Please highlight)** | **GCSE / BTEC / Cam Nat** |
| **Year Group** |  |  |  |
| **E-Mail address(es) to receive outcomes** | Please include any parent contacts you wish to receive the result. If you are a leaver, please include personal email address as well – school accounts disabled in September. | | |

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| **Exam Board and Qualification title *e.g. AQA Chemistry GCSE*** | **Which paper (s) would you like to request a review for? (e.g. 1, 2, and/or 3)** | **Qualification Grade** | **Overall Qualification Mark**  **(on Results)** | I have paid the appropriate fee **Per Paper** on ParentPay **(Y/N/Pupil Premium)** |
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**Deadlines:**

* **Standard (non-priority)** **Review of Marking** (GCSE): **Monday** **15th September 2024 4pm**
* ***By consenting to a Review of Marking, I understand that the final subject mark or grade awarded may be lower, higher, or remain unchanged and consent to the school accessing my exam scripts.***

***Candidate signature …………………………………………………………………. Date………………………………………………….***

***(A typed signature from a candidate is acceptable from the candidate’s school email address).***

**Review of Marking Charges: Payment must be made on ParentPay to submit a Review of Results unless you are entitled to Pupil Premium.**

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| **Subject** | **GCSE** |
| Arabic | Edexcel |
| Art & Design (Fine Art) | AQA |
| Astronomy | Edexcel |
| Biology | AQA |
| Business | Edexcel |
| Citizenship | Edexcel |
| Chemistry | AQA |
| Computer Science | OCR |
| DT (Product Design) | Eduqas (WJEC) |
| Drama | Eduqas (WJEC) |
| Economics | OCR |
| Engineering | Eduqas (WJEC) |
| English Literature | AQA |
| English Language | AQA |
| Enterprise & Marketing | OCR Cambridge National |
| Food & Nutrition | Eduqas (WJEC) |
| French | AQA |
| Further Maths | AQA |
| German | AQA |
| Geography | Edexcel |
| Greek | Edexcel |
| History | AQA |
| Italian | AQA |
| Japanese | Edexcel |
| Latin | Eduqas (WJEC) |
| Mandarin | AQA |
| Mathematics | Edexcel |
| Media Studies | AQA |
| Music | Eduqas (WJEC) |
| Music Technology | NCFE |
| P.E. | AQA |
| Physics | AQA |
| Polish | AQA |
| Portuguese | Edexcel |
| Religious Studies | AQA |
| Russian | Edexcel |
| Science (Combined) | AQA |
| Sociology | AQA |
| Spanish | AQA |

**Administrative Charges: £3 per exam paper**

There is a £5, non-refundable, administrative fee applicable to all post result service applications per subject (multiple papers for one subject requested together only have one £5 fee applied). Pupil Premium students are exempt from this charge. This is to help cover the costs of providing this service, and to cover the fees of Pupil Premium students.

**AQA – Fees per paper** (each paper is charged separately): £43.50 exam board fee + £3 admin fee = **£46.50** PER PAPER

**Edexcel – Fees per paper** (each paper is charged separately): £50 exam board fee + £3 admin fee = **£53** PER PAPER

**OCR *–* Fees per paper** (each paper is charged separately): £65.25 exam board fee + £3 admin fee = **£68.25** PER PAPER

**WJEC – Fees per paper** (each paper is charged separately): **£43** exam board fee+ £3 admin fee = **£46** PER PAPER

**Access to scripts: There is a £10 administrative charge per subject for this service.**

If you want to access a script, you must request and pay for that in advance of a review taking place. If script access is granted to a candidate, candidates must not share or post the script online, or electronically, and that they cannot make copies of it beyond an original printout. The script itself is the copyright of the exam board, and not adhering to these conditions may result in a malpractice investigation, disqualification from further Post Result Services for that subject, or even copyright infringement proceedings, as determined by the relevant exam board. Some exam boards charge per paper for ‘reviewed’ scripts, and in these instances additional fees (they vary significantly dependent upon exam board) will be required to be completed per papers on ParentPay in addition to the administrative charge.

**Clerical Recheck:** £20 per paper (exam board fees plus administrative fee). A re-check of clerical procedures leading to the issue of a result, most notably the correct tallying of marks.

**Review of Moderation (coursework):**

Only the head of centre can request a Review of Moderation. Candidates are not required to give consent for this, but will be notified if it takes place.

**Appeals: This is only available after a review of results.** Following a Review of Results, an appeals process is available to the Head of Centre. Information, including pricing, is available upon request from the Exams Officer following a Review.

**FREQUENTLY ASKED QUESTIONS:**

A full list of exam boards by subject and level for The Charter School North Dulwich is above, along with further policy information and guidance here: <https://www.charternorthdulwich.org.uk/curriculum-pages/exams>. Please note for WJEC exams, students should refer to EDUQAS grade boundaries (this is the English division of the exam board), not WJEC grade boundaries (the main Welsh board) as these can often vary.

**Advice on requesting reviews:**

First, check your mark against the published grade boundaries to see how close you are. If you are close/interested in a review of marking, we’d also recommend requesting/checking your individual paper scores to help inform your decision.

Please be advised that a review of marking is not an appeal or a remark. A review of marking means a new examiner, not involved in the original marking, will review how the mark scheme was applied and correct any perceived mistakes that they believe are not reasonable in how marks were awarded.

We cannot guarantee what will happen with a review of marking. Results can go up, down or stay the same – all are possible outcomes, for each individual paper.

Marks staying the same statistically the most likely event based on previous years data, with 1-2 marks movement common (approximately a 1/3 chance), 3-4 marks uncommon (approximately a 1/10 chance), and 5 marks and above change increasingly rare. Even professionally trained examiners cannot accurately predict the outcome of a review of marking. However, the following can be used as a guideline based on the schools previous experience:

* If your mark is 1-2 marks from going up a grade boundary, the school would generally recommend a review.
* If your mark is 3-5 marks from going up a grade boundary, the school would generally support but not recommend a review.
* If your mark is in the middle of a grade boundary, the school would advise against a review except if a clear anomaly existed, but would consider a review.
* If your mark is 5 marks or closer to going down a grade boundary, the school would typically strongly advise against a review.

The decision to make a review of marking application, and all post results services, resides with the school as the centre of examinations. However, all candidates have the right to internally appeal the school’s decision – please see the internal appeals policy on the exam website. (Please note coursework cannot be reviewed or appealed by candidates after marks have been submitted).

Teachers are not expected to review scripts or give guidance on reviews by The Charter School North dulwich: review of marking takes place during protected holiday time or the beginning of term, which is a time of exceptionally high workload, and therefore advice and guidance is often not possible. You may request copies of scripts for your own review – please do not publish these online in any form (including social media). Exam scripts are the copyright of exam boards, and publishing material online may jeopardise post result services.

**Appeals against external exam results:**

**Appeals are a separate process, that only becomes available after a review of marking**. If you have completed a review of marking and are interested in this option, please contact [postresults@charternorthdulwich.org.uk](mailto:KS5postresults@charternorthdulwich.org.uk)

**Review of Marking - How long it takes:** To ensure the agreed mark scheme has been applied correctly, the exam board requires a new examiner to review the paper. This can take:

* up to 20 calendar days for a review of marking (from submission of application to the exam board)
* up to 15 calendar days for a priority review of marking (from submission of application to exam board)

***It may take the school up to 48 working hours to submit your Review of Marking Application to the exam board, once you have submitted a request to*** [KS5postresults@charternorthdulwich.org.uk](mailto:KS5postresults@charternorthdulwich.org.uk) ***and the appropriate payment is made via ParentPay. We aim to complete Priority Review requests within 24 working hours.*** We aim to inform you of your Post Result Service outcome within 48 hours of receiving it from the exam board, and 24 hours for priority reviews. The above are guidelines to maximum wait times, and sometimes outcomes become available sooner.

**Refunds*:*** If your outcome sees a grade change, you will be refunded the exam board fee. The administrative fee is non-refundable. Please note a refund does not apply to a mark change alone, or no change. Refunds will be issued on ParentPay, with an aim to complete this by the end of October at the latest.