



Results Day Information

If you are dissatisfied with your results the following post result enquiry services are available to you:

Missing or Incomplete Results

For results shown as X, # or Q: Please speak to the Examinations Manager who will contact the relevant Awarding Body.

Enquiries about Results (EAR)

Service 1 (Clerical re-check)

This is a re-check of all clerical procedures leading to the issue of a result.

The service will include the following checks:

- that all parts of the script have been marked;
- the totalling of marks;
- the recording of marks;

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

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

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-mark of the candidate's script. Awarding bodies will have trained reviewers to conduct the reviews of marking accurately and consistently. **Reviewers will not re-mark the script.**

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

The service will include:

- The clerical re-checks detailed in Service 1;
- A review of marking as described above;

Priority Service 2P (Priority Review of Marking)

*This service is only available if a **GCE A-level** candidate's place in higher education is dependent on the outcome. Any applications not meeting these criteria will be treated as standard Service 2 requests.*

The deadline for completion is within 15 calendar days of the awarding body receiving the request.

N.B Edexcel are now offering this service for GCSE subjects. AQA and OCR **do not** currently offer this service for GCSEs.

*Advisory: If you are thinking of having a Priority Service 2P EAR, an application for a priority copy of script **must not be requested**. Given the amount of time available, you should proceed straight to a Priority Service 2P EAR.*

Service 3 – (Review of Moderation)

This is a review of the original moderation sample to ensure that the assessment criteria have been fairly, reliably and consistently applied – it is not a re-moderation of candidate's work. **Please note that if the centre's controlled assessment or coursework marks have been accepted, without change by an awarding body, this service will not be available.**

This service can only be requested by the centre and cannot be undertaken upon the work of an individual candidate or the work of candidates not in the original sample list.

Candidate's consent is not required for this service.



Access to Scripts (ATS)

Marked examination scripts may be requested by candidates.

The following options are available:

- **Priority Photocopy** – to support enquiries about results (EAR) (**GCE Only**). *If you are thinking of requesting a GCE Priority Service 2P an application for priority script **must not** be requested. Given the amount of time available for this service, you should progress straight to a Priority Service 2P enquiry.*
N.B Only Edexcel and OCR offer priority ATS at GCSE level.
- **Non-priority Photocopy** – a copy of your marked script to help you decide whether to request a review of marking or to support teaching and learning.

If you are unsure which service would best suit you please discuss your concerns with your subject tutor who will offer advice on the most suitable option for you.

To submit your EAR or ATS request, please complete the attached orange form and return it to the exams office, with full payment and within the allotted deadlines – these deadlines are NON negotiable. Please do not assume that a discussion with your subject tutor will prompt an application as it will not. If you are unable to submit an application in person, for instance if you are on holiday, you may email your request to: exams@beaumont.herts.sch.uk. Please put **EAR or ATS Request** in the subject heading. You must include your full name, candidate number, the unit code and the service requested plus the amount outstanding. Failure to do so will delay the application and deadlines may be missed. Outcomes for email requests will not be forwarded until full payment is received.

Service 1, Service 2, Priority Service 2P, ATS Priority and ATS applications all require the student's consent.

It is recommended that you request a copy of your exam script **at the time of an Enquiry about a Result request** as subsequent requests **will** result in a **delay** of the scripts delivery.

All EAR and ATS fees include a small administration fee.

APPEALS AGAINST A DECISION NOT TO SUPPORT AN ENQUIRY ABOUT RESULT (EAR) APPLICATION

A candidate may appeal against Beaumont School's decision not to support an Enquiry about Results (EAR).

- Appeals should be made in writing to the Examinations Manager at least seven working days before the published deadline.
- The appeal should outline, in detail, the reason(s) for the appeal.
- The appeal must be signed and dated.
- The appeal will be reviewed by a member of the Senior Leadership Team.
- The outcome of the appeal will be relayed to the candidate within 48 hours of receipt.
- The decision is final

Mrs A Colls
Examinations Manager