Post-Results Services

Staff will be available to support students on results days from 8.00am until 12.00pm for A Level results and 9.30am until 12.00pm for GCSE results. After results day, students should email:

- sixthform@ladymanners.derbyshire.sch.uk if their query is related to the Sixth Form or Post-18
- GFaragher@ladymanners.derbyshire.sch.uk for Mrs Faragher, the examinations officer, if their query is related to an examination result
- info@ladymanners.derbyshire.sch.uk if their query is a Post-16 or career-based enquiry

If students are unhappy with an examination result, they can ask Lady Manners School to apply to the relevant examination board on the student's behalf for a **clerical re-check** or a **review of marking**. The school can also apply for a copy of the marked paper. There is a fee payable via ParentPay for most of these services. The school will not make an application until payment is received.

Details of the services available, the deadlines for making an application and the costs are set out below. There are separate tables of fees and deadlines for GCSE/Level 2 and A Level/Level 3 results. Please make sure that you look at the one which is relevant to you and take careful note of the deadlines.

It is the responsibility of the candidate to complete and return the necessary paperwork and make payment before the deadline.

Before the school can apply to the examination board, we need the student's written consent to make the application. This is because when results are re-checked or reviewed there are three possible outcomes:

- The **original mark could be lowered**, so the final grade may be lower than the original grade received;
- The **original mark could be confirmed as correct**, so there is no change to the grade;
- The **original mark could be raised**, so the final grade may be higher than the original grade received.

If you would like to look at the relevant grade boundaries before deciding whether to make an application, these should be available on the examination boards' websites from results day onwards as follows:

AQA – https://www.aqa.org.uk/exams-administration/results-days/grade-boundaries

OCR – https://www.ocr.org.uk/administration/grade-boundaries/

Pearson/Edexcel – https://qualifications.pearson.com/en/support/support-topics/results-certification/grade-boundaries.html

WJEC – https://www.wjec.co.uk/home/administration/results-grade-boundaries-and-prs/grade-boundaries/

Post-Results Services

The following services are available after receipt of results:

Post-results service	Details of the service
Service 1 (clerical re-check)	This is a re-check of all clerical procedures leading to the issue of a result. This service will include the following checks: • that all parts of the script have been marked • the totalling of marks • the recording of marks.
Service 2 (review of marking – with or without a copy of the script)	This is a post-result review of the original marking to ensure that the agreed mark scheme has been applied correctly. **Reviewers will not re-mark the script**. They will only act to correct any errors identified in the original marking. This service will include: • the clerical re-checks detailed in Service 1 • a review of marking as described above.
Priority Service 2 (review of marking – **A Level only**)	This is the same as Service 2 above but the review is conducted as a priority by the awarding body. This service is **only** available for **A Level qualifications**.
Service ATS* 1 (copy of script to support **review of marking**)	This is a priority service that ensures copies of scripts are returned in sufficient time to allow decisions to be made about whether a non-priority review of marking should be applied for.
Service ATS* 2 (copy of script post-review of marking)	This service enables access to copies of scripts after a review of marking (where this is not provided as part of the service).

*ATS = Access to Script

The fees payable for these services depend on the examination board and whether it is for a GCSE/Level 2 or A Level/Level 3 qualification. They are set out below. Please be aware that all fees are per unit/paper and are not per subject.

GCSE/Level 2 Qualification

Post-results service	Deadline (final date for request)	AQA (fee per unit/paper)	OCR (fee per unit/paper)	Pearson (fee per unit/paper)
Service 1 (clerical re-check)	25 September 2025	£9.40 per unit/component	£11.50	£14.00
Service 2 (review of marking)	25 September 2025	£43.50 (with script)	£65.25	£50.00 (£65.00 with reviewed script)
Service ATS* 1 (priority copy of script to support review of marking – next steps)	4 September 2025	Free	Free	Free

Service ATS* 2 (post-review of marking copy of script)	25 September 2025	Free	Free		£15.00

*ATS = Access to Script

A Level/Level 3 Qualification

Post-results service	Deadline (final date for request)	AQA (fee per unit/paper)	OCR (fee per unit/paper)	Pearson (fee per unit/paper)	WJEC (fee per unit/paper)
Service 1 (clerical re-check)	25 September 2025	£9.40 per unit/component	£11.50	£14.00	£11
Service 2 (review of marking)	25 September 2025	£50.40 (with script)	£65.25	£57.00 (£72.00 with reviewed script)	£49
Priority Service 2	21 August 2025	£59.90 (with script)	£80.25	£68.00 (£83.00 with reviewed script)	£58
Service ATS* 1 (priority copy of script to support review of marking/ next steps)	28 August 2025	Free	Free	Free	Free
Service ATS* 2 (post-review of marking copy of script)	25 September 2025	Free	Free	£15.00	Free

*ATS = Access to Script