



# PEMBROKE

## A PRIORY ACADEMY

### **Results day guidance 2025**

### **GCSE**

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## Results day details

### Notification of Results

#### GCSE:

Results will be available for collection from school between **09:30 - 11:00** on **Thursday 21<sup>st</sup> August 2025**.

Staff will be available in school from **09:30** to deal with any specific exam / careers related guidance you may require

If you have requested results by email, these will be emailed to your student accounts after 9.30am. Any request for results by email must be sent to Mrs Alderman. We can only send results to your Pembroke email account, unless specific written permission is emailed via your school email to Mrs Alderman allowing results to be emailed to your parent's email address. This must be the email address registered on SIMs.

If you are not able to collect your results you can nominate a person to collect on your behalf, but you must let Mrs Alderman or Mrs Warnock know beforehand, either by email or with a signed letter on the day, and the person collecting must bring ID with them.

Mrs T Alderman (Exams Officer) [talderman@prioryacademies.co.uk](mailto:talderman@prioryacademies.co.uk)

Mrs S Warnock (Assistant Headteacher) [swarnock@prioryacademies.co.uk](mailto:swarnock@prioryacademies.co.uk)

### Results slips

On results day you will receive a Results Slip generated by school that will show your provisional results. The results are provisional (pending any post-results services outcomes that you may have applied for) until you receive your results certificate. The results slip lists ALL the exams you have been entered for and any components within the qualification.

The number/letter in the 'Grd' column indicates the overall grade, and the 'mark equiv' tells you your total mark in the qualification. The Combined Science grade is two separate number grades, eg '77' is two grade 7s, '45' would be grade 4 and grade 5. The letter grade for English Language is your speaking and listening result.

Your individual paper marks will be available from heads of subjects.

**Season:** Summer Exams 2023

**Series:** (All)

**Name:**

**Year:**

**Candidate Number**

**Reg. Group:**

**UCI:**

**ULN:** 7696145516

#### Exam Results

Board	Level	Element Code	Title	Grd1	Grd2	Mark Equiv	End1	End2	Points
AQA	GCSE/9DA	8464H	Combined Sci: Trilogy Tier H	77		278			
EDEXL/GC	GCSE/9FC	1MA1H	Mathematics Option H	6		202			
AQA	GCSE/9FC	8035	Geography	5		200			
AQA	GCSE/9FC	8145HA	History HA	7		113			
AQA	GCSE/9FC	8658H	French Tier H	9		211			
AQA	GCSE/9FC	8700	English Language	9			D		
AQA	GCSE/9FC	8702	English Literature	5		129			
WJEC/GCS	GCSE/9FC	C680QS	Media Studies	7		153			

## Post-results services

If you are not happy with your results, or they aren't what you expected, then there are post results services that can be accessed.

1. Requests for scripts
2. Review of marking

Please see below for more details on these:

<b>1. Requests for scripts</b>
A photocopy or the original of the student's script. This is useful for staff to check for marking or administration errors before applying for a review of marking.
<b>2. Review of Results</b> <b>a. Clerical re-check</b> <b>b. Review of marking</b> A check that the examiners have marked externally assessed components correctly. Changes to marks will only be made where there is an administrative or marking error but not where the original mark is reasonable. This is in line with Ofqual's review of marking guidance. Marking errors can occur as a result of: an admin error; a failure to apply the mark scheme where a task has a 'right' or 'wrong' answer; an unreasonable exercise of academic judgement. The checks will also include the clerical rechecks detailed in service 1. You can request a copy of the reviewed script. The outcome is normally issued within 20 calendar days of application. <b>Important: marks can go down as well as up - you could end up with a lower mark. reviewers will not remark the script. they only act to correct any errors identified in the original marking.</b>

### **IMPORTANT: marks and grades can go up OR down – you could end up with a lower mark or grade.**

The decision to apply for a review of marking will be taken by the Academy. If the Academy feels that a review is appropriate, the costs will be covered. If you would like to proceed with a review following a decision by the Academy not to review, individuals will be asked to cover the associated costs.

If a grade changes (up or down) there is unlikely to be a fee charged. However, this may depend on the awarding body's charging policy.

If a grade does not change then there is a fee charged. Please see the table on page 5 for the cost of these.

## What if I am not happy with my final grade?

1. **If you were close\* to the next grade it may be worth considering a marking review.**

Here you will complete a [forms quiz](#) giving the Academy permission to download your scripts in the relevant subject. The Academy will not submit a review of marking without the script being reviewed by Pembroke teaching staff. You will also have to choose which paper and units you want to apply for review.

\* The definition of close depends on the subject, for some this will be only one mark, for others it may be more.

There is a cost per paper if the review is unsuccessful, but reviewing the script alone is a free service.

2. **By 10<sup>th</sup> September, the Academy will select those students they wish to submit for a review of marking, and you will be notified by email.**
3. **If not selected you can still apply for a review yourself via the Academy; you will then have until 19<sup>th</sup> September to let us know if you wish to proceed with this.** This will not be funded by the Academy, and a request for payment will be made through Parent Pay. If the review results in a changed grade, the amount paid will be refunded.

If, once you get your reviewed grade back, you are still not happy then you can go through the appeals process. Please contact Mrs Alderman for more information on this.

For certain subjects remarks cannot be applied for as an individual but only as a whole cohort; decisions on this would be discussed with relevant Head of Department and exams team.

## Certificates

Certificates usually arrive in early November. A celebration event will be held in late November for all students to collect their certificates. Details of this event will be sent in the autumn. All non-collected results will be available from December in reception.

If you are unable to collect certificates yourself then you may send someone on your behalf, as long as they provide a letter signed by yourself saying you give them permission to do so. Alternatively, you can let the exams team know by email and the nominated person will be able to collect them if they can provide ID.

JCQ regulations state that schools should keep certificates for 12 months. If they remain un-collected they may be disposed of securely.

Awarding bodies do not issue replacement certificates for GCSE or GCE qualifications, instead they will issue a certified statement of results which can be used in place of an exam certificate. This can cost £45-70 per exam board. It is therefore recommended that you collect your certificates and take good care of them; many employers will require these in order to offer employment.

The post-results services available are:

- **Access to scripts (ATS):** Access to marked examination scripts. This must be done first.
- **Reviews of Results (RoRs):** Clerical re-check; review of marking; review of moderation (whole cohort only); appeals

Service	Description	Fee per paper / unit		Consent and submission deadline (to the Academy)
<b>Access to Scripts (ATS)</b>	A copy of the marked paper is downloaded by a Pembroke Academy teacher, checked for marking accuracy and any possible clerical errors. This is used to inform the decision to proceed to Review of Results	AQA	Free service	Written consent from the student must be received for all subjects and units where access is requested. <b>Deadline 3<sup>rd</sup> September 2025</b>  Students will be informed of the outcome by 10 <sup>th</sup> September 2025
		OCR	Free service	
		Pearson Edexcel	Free service	
		WJEC / Eduqas	Free service	
<b>Review of results (1) – Clerical re-check</b>	A clerical re-check of a marked paper will make sure that the exam board has marked and counted all pages and questions, and that the result matches the marks on the paper. <b>Please note, your grade can go up or down.</b>	AQA	£9.40 per unit / component	Written consent from the student must be received for all subjects and units where a review of results is requested. The relevant forms will be emailed to students requesting this service on 10 <sup>th</sup> September.  <b>Deadline for return of signed forms 19<sup>th</sup> September</b>  The outcome could take up to 3 weeks. You will be informed of the outcome by the Head of Department.
		OCR	£11.50 per unit / component	
		Pearson Edexcel	£14.00 per unit / component	
		WJEC / Eduqas	£11.00 per unit / component	
<b>Review of Results (2) – Review of marking</b>	A second examiner will review the full paper, first completing a clerical re-check and then to identify genuine marking errors or unreasonable marking. <b>Please note, your grade can go up or down.</b>	AQA	£43.50 per unit / component	Written consent from the student must be received for all subjects and units where a review of results is requested. The relevant forms will be emailed to students requesting this service on 10 <sup>th</sup> September.  <b>Deadline for return of signed forms 19<sup>th</sup> September</b>  The outcome could take up to 3 weeks. You will be informed of the outcome by the Head of Department.
		OCR	£65.25 per unit / component	
		Pearson Edexcel	£50.00 per unit / component	
		WJEC / Eduqas	£43.00 per unit / component	