REVIEW OF MARKING AND ACCESS TO EXAM SCRIPTS

Access to Scripts

If you require a copy of a script to assess whether to proceed with a review of marking the request needs to be made by **29 August 2024** for A'Levels and Level 3 qualifications and by **5 September 2024** for GCSE's and Level 2 qualifications. These can then be used to support the decision to request a Review of Marking.   If you want to request scripts for teaching purposes, the deadline is **26th September**.

Downloaded scripts can also be used for teaching and learning purposes, as long as the students written permission is obtained.

Please complete the consent form.

Review of Marking (EAR)

Due to the high cost of reviews of marking, Huxlow will only pay for a Review of Marking if it is supported by the subject teacher and HoD.

Priority will be given to those students who need a specific result to move onto their next step and who are 1 to 2 marks away from the next Grade Boundary.

Review of Marking – exam board fees **per paper** 2024 (*2023-24 fees. Summer 2024 exam series fees not available yet)

Exam Board	GCSE	A'Level	BTEC Level 2 & 3
AQA	£42.00	£48.65	
Edexcel	£44.50*	£51.70*	£44.50*
OCR	£61.50	£61.50	
WJEC	£40.00*		

If a review of marking is not supported by Huxlow, the student/parents can pay for this themselves.   (The cost could be up to £184.50 for a subject with 3 papers/exams.)

All reviews of marking require the permission of the candidate (not a parent) before we can request the review.

Please complete the consent form.

The exam board deadline to request Reviews of Marking and Access to Scripts is **26th September 2024**. Please submit them to **Lisa Gidney, Exams Manager** as soon as possible. The review can take up to 3 weeks to be returned.

To request a Review of Results (**RoR**) service and/or an Access to Scripts (**ATS**) service, complete the required information in the white boxes and sign and date the form to confirm the required consent. A summary of the services available are referenced below.

(GCSE/L2 BTEC Tech Awards/L2 Certificate/Award/A'Level/AS Level/L3 BTEC/L3 Certificate) Summer 2024 exam series

Deadlines for return by service reference number (SRN):
A1 **A'Level by 29 August 2024/GCSE by 5 September 2024** - R1 R2 R2a R3 A2 by **26 September 2024**

Candidate number		Candidate name		Candidate email		
Awarding Body		Qualification level and Subject title		Paper code	SRN	Fee
						£
						£

RoR Candidate consent

By signing here, I am giving my consent to the head of my school or college to submit a clerical re-check or a review of marking for the examination(s) listed above. In giving consent I understand that the final subject grade and/or mark awarded to me following a clerical re-check or a review of marking, and any subsequent appeal, may be lower than, higher than, or the same as the result which was originally awarded for this subject.

Signature: …………………………………….. Date: …………

ATS Candidate consent

By signing here, I consent to my scripts being accessed by my centre (Tick ONE of the boxes below)

☐ If any of my scripts are used in the classroom, I do not wish anyone to know they are mine. My name and candidate number must be removed

☐ If any of my scripts are used in the classroom, I have no objection to other people knowing they are mine

Signature: …………………………………….. Date: …………

Consent statements above and details of the RoR services below taken from JCQ's Post-Results Services (section 4, appendices A and B)

SRN	Post-results service	Details of the service
R1	**RoR Service 1**: Clerical re-check	This service will include the following checks: • that all parts of the script have been marked • the totalling of marks • the recording of marks Only Service 1 clerical re-checks can be requested for objective tests (multiple choice tests).
R2	**RoR Service 2**: Review of marking	This is a post-results review of the original marking to ensure that the 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
R2a	RoR Service 2 with post-review of marking copy of script	
R3	**RoR Service 3**: Review of moderation (This service is not available to individual candidates)	This is a review of the original moderation to ensure that the assessment criteria have been fairly, reliably and consistently applied. It **is not** a re-moderation of candidates' work…
A1	**ATS**: 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 whether a non-priority review of marking should be applied for
A2	**ATS**: Copy of script to support **teaching and learning**	This is a non-priority service to request copies of scripts to support teaching and learning

FOR EXAMS OFFICE USE ONLY

Total fee(s) received	£	Service(s) applied for	Date	Outcome(s) received	Date(s)	Candidate notified	Date(s)	Outcome(s) complete	Date(s)