



TOWNSEND
CHURCH OF ENGLAND SCHOOL

Townsend C of E School
High Oaks,
St. Albans,
Hertfordshire
AL3 6DR
Telephone: 01727 853047
Fax: 01727 834523

Headteacher: Mr. A. Flack

INFORMATION FOR GCSE STUDENTS REVIEW OF MARKING AND RETURN OF SCRIPTS

If your results are not what you expected, there are a few options. Speak to your subject teacher in the first instance who will advise you of how close to the grade boundary your grade is and if it is worth requesting a review of marking. But remember, **there is no grade protection for reviews of marking. This means that your grade may be lowered, confirmed or raised as a result.** This needs to be considered before signing the consent form.

Post-results service	Fee (per paper)	Deadline
Priority copy of marked paper (papers should be available within 7 days of the request)	£12	Wednesday 3 rd September
Review of marking (if post-review of marking copy of script required please add £12)	£65 £12	Monday 22 nd September
Copy of original marked paper (access to script)	£12	Monday 22 nd September

PROCESS FOR REVIEW OF MARKING

1. Talk to your subject teacher. You may wish to receive a copy of your paper. This can be useful if you are considering a review of marking as your teachers may be able to help you decide.
2. Sign the consent form (overleaf) and return to the Exams Officer by the deadlines given. Exam boards will not accept requests after the deadline. **An email confirmation that you have read and understood the consent form will be accepted**

Please note

- All review requests must be made through the school. Students cannot directly contact exam boards
- Fee payment will be required (notification by e-mail) once the request has been sent to the exam board. If the outcome results in grade change, the exam boards remove the charge therefore students will be refunded. Students who receive Free School Meals will not be charged.

POST-RESULTS SERVICES CONSENT FORM

To request a Review of Results or an Access to Scripts service, please sign and date the form to confirm the required consent. A summary of the services available are referenced below.

Candidate no		Candidate name	
Subject and Paper number		Copy of paper £12	Review of marking £65

RoR Candidate consent

By signing here, I am giving my consent to the head of my school to submit 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 review of marking, 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:

Post-Results Service	Details of the service
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.
Review of marking with post-review of marking copy of paper	
ATS: Copy of paper 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
ATS: Copy of paper to support teaching and learning	This is a non-priority service to request copies of scripts to support teaching and learning