

## **What to do if you have a concern about your GCSE exam results**

We very much hope that the results you have received reflect the hard work that you have put in over the years of study. If you do have concerns do not panic!

### **1. Talk to Mrs Angela King, Mr Daniel Thornhill or your subject teacher**

School staff will look closely at results, as well as the published grade boundaries and will be able to give their professional opinion regarding any appeal. If together, you decide that there may be a problem with the marking there are several things that can be done **BUT** there may be a cost involved, which will need to be paid upfront by you and not school before any service is requested.

### **2. Contact Miss Cooper in the Exams Office: [lcooper@ben.srscmat.co.uk](mailto:lcooper@ben.srscmat.co.uk)**

Complete the 'Request for Post Results Service' form to indicate which Review of Results (ROR) services you want to access. There is a copy in your results envelope along with the Summer 2024 Post Results Services- Fees and Deadlines. **Ensure that you sign the form giving your permission**

### **3. Form/Payment**

You must give the form and payment directly to Miss Cooper within the deadlines stated – these dates are fixed and are shown on the form.

**Payment forms: cheque payable to Saint Benedict CVA or exact cash only (no change can be given)** Once payment is received then the Review of Results (RoR) will be processed.

\*It is important to note that grades are not protected and therefore marks can go down as well as up – so you could end up with a lower mark. If a review results in an overall grade change (up or down) there be no cost incurred and the fee(s) paid will be returned.

Unfortunately, requests submitted after the deadline will not be accepted.

All students have the right to appeal, and the JCQ Post Results Services 2025 and Complaints Policy Exams is available on the school website.