

# GUIDANCE FOR STUDENTS & PARENTS

## AFTER THE EXAMINATIONS Results and Post-Results

**Centre Number: 58241**

This guide aims to give valuable advice for examination results received by candidates at **The Hamble School**

**Please read this document carefully and retain it for future reference**

If there are **ANY** questions or problems, please contact the Exams Office via email - [exams@TheHambleSchool.co.uk](mailto:exams@TheHambleSchool.co.uk)



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# AFTER THE EXAMINATIONS

## Notification of Results

### GCSE:

- Results will be available for collection in person on **Thursday 21<sup>st</sup> August 2025 – 10:00 to 11:15am**
- Staff will be available in school from **10:00am** to deal with any specific exam / careers related guidance you may require.

If your child is unable to attend on results day and wishes to authorise a designated person to collect their examination results envelope (including parents / carers), they must confirm this in writing by completing the **GCSE Results Collection Form 2025** and bringing a paper copy of this form on the day.

A copy of the form has been included with these guidelines. If you require another form, please visit [www.thehambleschool.co.uk/examination-information](http://www.thehambleschool.co.uk/examination-information)

Please ensure the person responsible for collecting the results envelope brings the attached form completed with them with ID; unfortunately, we will not be able to release results without written consent. Please be aware that we will not be able to communicate results over the telephone or by email.

Any uncollected results envelopes will be posted home after 2.00pm on the day. It is therefore vital that the address held by The Hamble School for your child is correct. Please inform us immediately of any recent home address changes.

**Results will not be given out by telephone unless by special prior agreement with the HEADTEACHER.**



## STATEMENT OF RESULTS

On results day you will receive a 'Statement of Results'. **THIS IS NOT YOUR FINAL CERTIFICATE.** The statement lists ALL the exams you have taken and any components within the qualification.

The final grade is recorded in the first column named **Grd1**.

Any endorsement grades are listed in the column named **End1** in the format **P = Pass / M = Merit / D = Distinction**.

Combined Science grades will show as **4 4**.

BTEC Grades follow the convention of **P2 (Level 2 Pass) / M2 (Level 2 Merit) / D2 (Level 2 Distinction) / D\* (Level 2 Distinction plus)**.

### Candidate Statement of Results

Season: [REDACTED]

Series: (All)

Name: [REDACTED]

Year: (11)

Candidate Number: [REDACTED]

Reg. Group: (11-10)

UCI: [REDACTED]

ULN: [REDACTED]

### Exam Results

Board	Level	Element Code	Title	Grd1	Grd2	Mark	Equiv	End1	End2	Points
EDEXL/KS	BTEC/1&2	DHZJ2A	Sport (2018) (Award)	M2						5.5
AQA	GCSE/9DA	8464F	Combined Sci: Trilogy Tier F	44		213				4
EDEXL/GC	GCSE/9FC	1HIBGK	History B Option GK	5		55				5
EDEXL/GC	GCSE/9FC	1MA1H	Mathematics Option H	5		82				5
AQA	GCSE/9FC	8552E	Design and Technology	3		80				3
AQA	GCSE/9FC	8698F	Spanish Tier F	4		138				4
AQA	GCSE/9FC	8700	English Language	5				P		5
AQA	GCSE/9FC	8702NM	English Literature Option NM	6		77				6



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# POST RESULTS SERVICES

## Reviews of Marking

All Reviews of Marking (ROMs) should first be discussed with the relevant Head of Department and/or Subject Tutor who will advise on the viability of such a request. The “Review of Marking Form” should then be completed.

Please visit [www.thehambleschool.co.uk/examination-information](http://www.thehambleschool.co.uk/examination-information) to complete the form.

In the school’s experience, it is unusual for marks to change upwards by more than a marginal amount. However, the school reviews the marks that your child and others have achieved and will advise candidates if we feel there is an anomaly and that the paper should be reviewed. If we are concerned about results received for a particular subject, the school itself will request a review of marking of all those papers (with the candidate’s consent)

## Review of Marking categories are as follows:

### **SERVICE 1 (Clerical re-check of marks)**

#### **This service included the following checks:**

That all parts of the script have been marked. The totalling of marks. The recording of marks. The application of any adjustments. The application of grade thresholds. The application of any special consideration, where applicable (indicate on form). The outcome of the re-check will be reported along with a statement of the total marks awarded for each unit/component included in the enquiry. The target for completion is within 20 calendar days of exam board receiving request.

### **SERVICE 2 (Review of Marking)**

This is a post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly. The service is available for externally assessed components of both unitised and linear specifications.

The deadline for completion is within 30 calendar days of the awarding body receiving the request. This service will include:



- ☐ the clerical re-checks detailed in Service 1;
- ☐ a review of marking as described above;
- ☐ if requested, a copy of the reviewed script(s) for those units/components included as part of the Access to Scripts service. (If the nature of the unit/component is such that access to scripts cannot be arranged, such as externally assessed GCE AS and GCE A2 Modern Foreign Language Speaking tests, then a report/copy of the record sheet may be requested. Awarding bodies will advise centres of the mechanism by which reports may be requested.)

### **ATS (Access to Script)**

A photocopy or the original of the student's script.

### **Deadlines:**

<b>Service 1 – A Clerical re-check of marking</b>	<b>Service 2 – A Review of Marking</b>	<b>Priority ATS - to support a Review of Marking</b>	<b>ATS - to support Teaching &amp; Learning</b>
<b>DEADLINE</b>	<b>DEADLINE</b>	<b>DEADLINE</b>	<b>DEADLINE</b>
<b>25 Sept 2025</b>	<b>25 Sept 2025</b>	<b>04 Sept 2025</b>	<b>25 Sept 2025</b>



## CERTIFICATES

Certificates are received in school early November and will be presented at the **Certificate Presentation evening** in November / December. Further details of this event and invitations will be sent in the Autumn term.

## NON-COLLECTED CERTIFICATES

JCQ regulations state that certificates should be kept for 12 months. If they remain uncollected they may be disposed of securely.

Certificates are important documents. Most educational institutions and potential employers will ask to see your original certificates. If you lose or fail to collect your Certificates, you will need to obtain duplicates from the relevant Awarding Body. The Awarding Bodies no longer replicate certificates unless you can prove they were destroyed by theft, fire or flood; they will only issue a Statement of Achievement. This currently costs in the region of £43.00 per 'Statement of Achievement'.



AQA    City & Guilds    CCEA    Edexcel    OCR    SQA    WJEC

**Produced on behalf of: AQA, CCEA, Edexcel, OCR and WJEC.**

### **Notice to Centres**

### **Unclaimed Certificates**

The Awarding Bodies have agreed to implement a standard procedure for dealing with unclaimed certificates.

Centres may destroy any unclaimed certificates by a secure method (for example by shredding or incineration) after holding them for a period of 12 months from the date of issue. A record of all certificates destroyed by a centre should be kept for a further period of four years from the date of their destruction.

Any queries concerning the destruction or secure disposal of unclaimed certificates should be directed to the awarding body that issued the certificates.



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