

Post-Results Services

Watling Academy

1. Requesting a Copy of Exam Scripts

- Students may request a copy of their marked exam script. This is for personal review only and does not involve re-marking or written feedback.
 - Exam boards offer this service free of charge; however, the school applies a £5 (per subject) administrative fee to cover processing and distribution.
 - This fee may be waived for students eligible for Pupil Premium.
 - Requests must be made using the school's designated request form.
 - Return times vary by exam board — some scripts may arrive within a few days, while others may take up to five weeks.
- **Important to note:**
 - Scripts are for student reference only; the school does not provide additional marking or commentary.
 - AQA scripts are only available for a limited time after results day.
 - OCR and Edexcel scripts can generally be requested at any time.
- In some cases, the school may request a selection of scripts independently for staff training and quality assurance. Students will be contacted for consent, and all scripts will be anonymised before use.

2. Review of Marking

- Students who believe their paper has been inaccurately marked may request a formal Review of Marking, which involves a second examiner checking the script for any marking errors or inconsistencies.
 - Fees range from £40 to £80 **per paper**, depending on the exam board and entry level.
 - Payment must be made in advance via ParentMail.
 - If the review results in a grade change, the fee will be refunded by the board and reimbursed by the school.
 - There are three possible outcomes of a review:
 - The mark may increase,
 - Remain the same, or
 - In some cases, decrease.
- Students should be aware of this before deciding to proceed.

Requests must be submitted within four weeks of results day. Exact deadlines and instructions will be provided with the request form.

Before requesting a review, students are strongly encouraged to:

- Check how close their mark was to the next grade boundary.
- Seek advice from subject teachers or Heads of Department.

Staff will be available on results day to support these conversations.