

REVIEWS OF MARKING & ACCESS TO SCRIPTS – GCSE

(ATS) Access to scripts	Access to a copy script prior to review of marking.
(Service 1) Clerical check of marks	A check of all clerical procedures which lead to a result being issued. Checks include: all parts of script have been marked; totalling of marks; recording of marks.
(Service 2) Review of marking	A check that the examiners have marked externally assessed components correctly. Changes to marks will only be made where there is an administrative or marking error but not where the original mark is reasonable. This is in line with Ofqual's review of marking guidance. Marking errors can occur as a result of: an admin error: a failure to apply the mark scheme where a task has a 'right' or 'wrong' answer; an unreasonable exercise of academic judgement. The checks will also include the clerical rechecks detailed in Service 1.

Can I have my coursework or controlled assessment re-marked?

- No. This service is not offered by the Awarding Bodies.

What do I have to pay?

- You must pay for each exam paper, not for each subject. Unfortunately no payment, no application can be made. Payment must be made by card in person.**

Service	Type	Deadline		GCSE
1	Clerical check	AQA: Edexcel: OCR: WJEC	All 15 September 2026	AQA: £9.70 Edexcel: £14 OCR: £12.00 WJEC: £11 (not available for electronically marked scripts)
2	Review of marking Please add an additional £15 per paper if a photocopy of the reviewed script is required	AQA: Edexcel: OCR: WJEC	All 15 September 2026	AQA: £44.85 Edexcel: £50 OCR: £67.75 WJEC: £45
3	Access to scripts (original)	AQA: Edexcel: OCR: WJEC	All 15 September 2026	FREE

What can happen to my mark or grade? Marks and grades can go up, go down or stay the same.

If your grade for a **subject** (not unit/paper) increases, we will return your payment.

Kesteven and Sleaford High School – GCSE Post Results Request Form

Name:	Candidate number:
Candidate contact number:	Candidate Email:

Please use one line per exam paper, not per subject:

Awarding Body	Subject	Exam paper title (& code if known)	Service No.	Fee (per paper)
				£
				£
				£
			Total cost	£

Can parents authorise this review of marking?

- No.
- This form **must** be signed by the candidate in the box below. If the candidate is not able to sign a form to give permission, please contact the Mrs Ross to discuss the best action.

For Exams Office use only:

Consent: I give my consent to Kesteven & Sleaford High School to make an enquiry about the result of the examination(s) listed above. In giving consent, I understand that the final subject grade awarded to me following an enquiry about the result and any subsequent appeal may be lower than, higher than, or the same as the grade which was originally awarded for this subject.

Access to Scripts - Please select one:

- ☐ 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.

Candidate Signature:

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Payment received £
Service applied for date:
Outcome received date:

**PLEASE RETURN THIS FORM, ALONG WITH THE RELEVANT PAYMENT, TO MRS ROSS
(SARAH.ROSS@KSHS.UK)**