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**Headteacher:** Mr J Parr BA Hons

## Results Day 2023 – Thursday 24<sup>th</sup> August

Dear Parents, Carers and Students,

Results day for GCSE exams and Btec awards this year is **Thursday 24<sup>th</sup> August**.

### How will the exam results be released?

Results will be released on GO4Schools at 9am on results day. To find results, students can select ‘progress’ from the menu on their profile page. At the bottom of the progress page is a table called ‘Key grades achieved’. This already details KS2 SATs results and on results day will show Summer 2023 GCSE and Btec results as well. Parents/carers will not be able to access results via their GO4S parent log in.

If students wish to collect their results slip, school will be open between 9am and 11am on the 24th of August. All uncollected results slips will be posted out in the afternoon to the home address that we currently hold for students. If address details have changed, please make sure that you update us so that we send these to the correct address.

### Can parents collect results slips?

Only parents/carers can collect results on a student’s behalf. They will need to provide written permission (there is a form at the bottom of this letter) granting the named person approval to collect results. The nominated person must bring that letter of permission and a form of photo identity with them (driving license photo card or passport are ideal). **Results cannot be given to a nominated person without a letter and ID.** Unfortunately, it is **not possible for friends or other family members to collect results**.

### What support is available when I get my results?

There will be staff available in school on results day to provide support. Attached to this letter, you will also find some information about post-results services and appeals. Before applying for reviews of results, please contact the Head of Department for the subject concerned who will advise you on the best steps forward.

Name	Role	Contact Details
Mrs. Z Keeling	Exams Officer	Zoe.keeling@csschool.co.uk
Mrs. S Quye	SENCO	Su.quye@csschool.co.uk
Mr. E Balmer	Head of English	Euan.balmer@csschool.co.uk
Miss. L Sollars	Head of Humanities	Laura.sollars@csschool.co.uk
Mr Stephen Williams	Head of Maths	Stephen.williams@csschool.co.uk
Mrs. N Proffitt	Head of Modern Languages	Naomi.proffitt@csschool.co.uk
Mr. T Wise	Head of Performing Arts & PE	Tom.wise@csschool.co.uk
Mr. M Cox	Head of Science	Mark.cox@csschool.co.uk
Mr Dan Bird	Head of Design Technology	Daniel.bird@csschool.co.uk

If you have any questions or queries, please do not hesitate to contact me.

**Z Keeling, Exams Officer**

[zoe.keeling@csschool.co.uk](mailto:zoe.keeling@csschool.co.uk)

# Candidate Permission Form for Parental Collection of Results

## August 24<sup>th</sup> 2023

Candidate name: .....

- I give my permission for my parent..... (their full name) to collect my exam results.
- I confirm that my parent/carer will provide **photographic ID** and will sign to confirm collection.

Signed (student).....

Date.....

## Post-Exam Results Services – Summer 2023

Following the release of GCSE results on 24<sup>th</sup> August, students will have access to Post-Results Services. This means that school can ask an exam board, on behalf of a student, to run a clerical check or a review of marking on one or more of a student’s exam papers. There are fees for these services (please see below) and **students must be made aware that grade protection does not apply for any Post-Results Service and therefore marks and grades can go up, down or stay the same.**

### Process for Post-Exams Services

1. Once students have received their results, they will be asked to complete an ‘**Access to Scripts**’ form. This form will be available in school on results day and will also be posted with results slips. A copy can also be accessed on the school website (‘Students’ tab, then ‘exam info’) and there is a copy at the bottom of this letter. The form gives permission for our Heads of Department to view exam scripts online. This can help decision-making around applying for Post-Results Services. This form must not be completed until results have been received.
2. If, after consulting with a Head of Department, a student would like to apply for a review of results, they will need to complete and sign the attached form, indicating clearly which subject/s, paper/s and service they would like submitted. The form should be returned to school with the correct fee.
3. The opening date for submitting a request for Results Services is **Monday 4th September. The deadline is Monday 25<sup>th</sup> September.**

### Services Available

	Details	Deadline
<b>Service 1</b> Clerical Check	This service includes the following checks: <ul style="list-style-type: none"> <li>• that all parts of the script have been marked</li> <li>• that marks have been recorded/added up correctly</li> <li>• special consideration has been applied where appropriate</li> <li>• grade boundaries have been applied accurately</li> </ul>	25 September 2023
<b>Service 2</b> Review of Marking	This service: <ul style="list-style-type: none"> <li>• checks that there are no administrative errors as in Service 1</li> <li>• has an examiner review marking of a unit/component/paper</li> </ul>	25 September 2023

**Fees**                      \*Please note that the below fees are per paper or unit and not for an entire qualification.

	Exam Board and Subject	Fee per paper
<b>Service 1</b> Clerical Check per paper/unit	AQA (English Language, English Literature, DT, Food, Geography, French, Spanish)	£8.70
	OCR (Drama)	£10.00
	Pearson (Maths, History, Biology, Chemistry, Physics, Science)	£12.50
	WJEC (RE)	£11.00
<b>Service 2</b> Review of Marking per paper/unit	AQA (English Language, English Literature, DT, Food, Geography, French, Spanish)	£40.35
	OCR (Drama)	£57.50
	Pearson (Maths, History, Biology, Chemistry, Physics, Science)	£44.50
	WJEC (RE)	£40.00
<b>Copy of Script</b> to support review of marking	<b>All Exam Boards</b>	Free

**Outcomes** - students will be notified of the outcome of reviews as soon as they become available. The awarding body will provide a reason for the decision of a review if the mark has changed.

**Appeals** - these can only be submitted after the outcome of a review has been reported. The appeals process must be completed by the school. There is a fee for appeals, though this is refunded if the appeal is upheld.

## Post Results Services: Request, Consent and Payment Form

The opening date to request a Post Results Service is **Monday 4th September**. The deadline is **Monday 25th September**. To request a Review of Results service, students must complete the required information below, making sure that they include a signature and date. Forms can be posted to school or delivered to school Reception with the appropriate fee (payable in cash or by cheque to 'Church Stretton School'). Envelopes should be addressed 'For the attention of The Exams Officer'; all applications will be acknowledged within five working days of receipt.

<b>Candidate Name</b>	
<b>Candidate's Email</b>	

Awarding Body	Subject	Paper	Type of Service - 1 or 2	Fee £

- All fees must be paid to 'Church Stretton School' via cheque or cash; unfortunately, we are unable to accept electronic payment. Payments need to be made before requests will be submitted to awarding bodies.

By signing this form, I am giving consent for Church Stretton School to submit a clerical re-check or a review of marking for the exams listed above. In giving my consent I understand that the final subject grade and/or mark awarded to me following a clerical re-check or a review of marking, and any subsequent appeal, **may result in a lower, higher, or same grade** as the result which was originally awarded to me for this subject.

Candidate signature..... Date.....



**Candidate consent form for  
Access to Examination Scripts**

AQA

OCR

Pearson

WJEC

\*Please note that students should not complete this form until exam results have been received

<b>Centre number</b> 29045	<b>Centre name</b> Church Stretton School
<b>Candidate Name</b>	
<b>Candidate Email</b>	

I consent to my scripts being accessed by my centre. I understand that my scripts will not be used for any purpose other than for staff to view my exam papers in consideration for post results services. Scripts, named or anonymised, will not be used in the classroom.

Signed: .....

Date:.....

**This form should be retained on the centre's files for at least six months.**