

The following options are available:**1. Service 1 Clerical check**

The script is not reviewed but it is checked to ensure that all parts have been marked, and the marks have been added up correctly.

Deadline: 24 September 2026**2. Service 2 Review of marking**

You may request a review of the mark for a paper that you sat in the summer. This includes a clerical check, a second examiner reviewing the paper to identify any marking errors and a check that all marks have been counted. Requests can be made up to Sept. 24 but the sooner you send in the request, the sooner it will be dealt with. It is advisable to speak to Mr Hibberd, Miss Williamson or your subject teacher before making this request.

Deadline: 24 September 2026

****Remember that your mark may go up or may go down if it is reviewed***

3. Service 2 Review **and access to script**

You may wish to ask for a review and at the same time ask for a copy of the reviewed script.

(*You cannot request the original script later if it has been reviewed)

Deadline: 24 September 2026**4. Service 2P Priority review of marking**

This is a quicker service for students whose place at university depends on an outcome. It is advisable to speak to Mr Hibberd before making this request.

Deadline: 20 August 2026

****Remember that your mark may go up or may go down if it is reviewed.***

5. Service 2P Priority review **and access to script**

You may request a copy of your reviewed script at the same time as asking for a priority review.

(*You cannot request the original script later if it has been reviewed).

Deadline: 20 August 2026**6. Access to scripts ATS (**priority AQA**)**

Photocopy of the script to help you decide your next steps.

Deadline: 27 August 2026 AQA A-Level**7. Access to script (All other exams boards & non-priority AQA / original papers)**

You may ask to have your original script returned for your interest and learning. You must not ask for your original script if you think you may make any kind of appeal. Papers will be returned by the middle of November.

Deadline: 24 September 2026

You should discuss your ideas with Mr Hibberd or Miss Williamson first, before requesting these services.

Costs of Post Exam Services 2026

There is a fee for each component/ paper of a subject, not for the overall subject!

Please note that the cost of the service depends on each exam board, details are shown in the table below. Drama, Music & MFL papers may have specific costs: speak to Mrs Lewis. If the grade is changed by the Exam Board, they will reimburse the fee, and we will return this to you. All services must be paid for before they can be sent off to the Exam Board. This can be done by card - the Finance Office can help with this over the phone or in school (01392 355990).

Service type	AQA	Edexcel	OCR
1. Service 1 Clerical check	£9.70	£14.00	£12
2. Service 2 Review of marking	£51.95	£57.00	£67.75
3. Service 2 Review and access to reviewed script	£51.95 *script is free	£57.00 + £15.00	£67.75 *script is free
4. Service 2 Priority review of marking	£61.70	£68.00	£83.50
5. Service 2P Priority review and reviewed access to script	£61.70 *script is free	£68.00 + £15.00	£83.50 *script is free
6. Access to script (priority)	£3 per paper	£3 per paper	£3 per paper
7. Access to script-nonpriority for learning	£3 per paper	£3 per paper	£3 per paper

Next steps if you are unhappy with your grades:

1. If you are not happy with your grade please speak to Mr Hibberd, Miss Williamson, Mrs Lewis or your subject teacher on results day for advice.
2. We will be able to see if your mark is close to the next grade boundary. If it is, they might suggest accessing your exam scripts, so that the subject Head of Department can take a look to see if there are any marking errors or questions which might have been rather leniently marked. Please remember, however, that your teacher doesn't have access to the official mark scheme and will not have received the training required to mark for the Exam Board. They can only offer recommendations about whether they feel it might be worth requesting a review of the marks. The final decision is yours and you must be aware that marks can go up, but also down. If your mark is near the lower end of a grade boundary it may be too risky to request a review of marking.
3. Once you have decided that you would like to access your scripts please complete the electronic form <https://forms.office.com/e/X0LGyazxvk> Links to electronic forms can also be found on the school website in Academic /Examination Information/ Folder called 'Post Exam Services'.
4. Payment must be made **before** the request can go ahead; fees are in the table above, per paper.
5. Once the scripts have been accessed they will be emailed to you and the Head of Department.
6. The teacher will email you their recommendations directly, outlining the best paper(s) to request and in which order. There might be time to request one paper at a time and see the outcome before proceeding, although there are deadlines to watch, and you might not get them all back in time if you have a university place pending.
7. If you wish to go on to request a review of marking please complete the electronic form (enter more than one form if you are applying for more than two subjects) <https://forms.office.com/e/XifASHGzWF> (also accessed in the Examination Information section of the school website)
8. Once again, payment must be made before the request can be sent to the Exam Boards. There is a fee for each paper.
9. The outcome of the review of marking will be sent to you directly. If the grade has gone up the fee will be reimbursed to you.
10. If the grade hasn't changed & you are still unhappy you can appeal- email Mrs Lewis for more information.