

BORDEN GRAMMAR SCHOOL



NITERE PORRO

EXAMS

POST RESULTS GUIDANCE

2025 – 2026

Congratulations! Enclosed are your results. Below is some information you may find useful.

If you are happy with your grades and/or they are what you expected:

You do not have to do anything further.

If your grades are not what you expected, or need for your further education or employment, or you think there has been an error:

You should speak with your teacher, a Head of Department or a member of staff in school today.

You can, at a cost to yourself, request the following services:

- Access to Scripts (ATS) - this service is to request an electronic/scanned copy of your original script. This service is available to individual candidates or centre staff (subject to candidate permission).
- Clerical re-check – this checks the clerical procedures when marking a script, e.g. they will ensure that all parts of the script have been marked and all marks have been recorded and totalled correctly. (Service 1)
- Review of Marking – this is NOT a re-mark. This service checks the original marking to ensure that the mark scheme has been applied correctly. It also includes a clerical re-check. ***Remember, there is no grade protection for reviews of marking. This means that learners' marks and subject grades may be lowered, confirmed, or raised as a result.*** (Service 2)

IMPORTANT: Post results services can only be requested by the candidate themselves. Requests from third-parties, including parents, will not be accepted.

Costs and deadlines for all services can be found on the back page of this guidance. **Deadlines are strict** and requests will not be accepted by the Awarding Bodies after the deadlines given.

All requests must come through the Exams Office, and you must request them using the appropriate consent form. These can be collected from the Examinations Officer, subject teachers or Heads of Department.

Requests will only be processed when payment has been made in full.

Only card payments can be accepted.

All requests will be dealt with as soon as possible.

Students

CONCERNED ABOUT RESULT

- Look at awarding bodies websites to research grade boundaries;
- Liaise with subject teachers, Heads of Departments or school leadership;
- Speak with the Examinations Officer.

Access to Scripts (ATS) This service is to request copies of the script to be returned. This service is available to individual candidates or centre staff (subject to candidate permission).

An admin fee is payable to process the service.

Service 2 - Review of Results This is a post-results review of the original marking to ensure that the agreed mark scheme has been applied correctly and within tolerance. It is NOT a 're-mark'. This service will include:

- the clerical re-checks detailed in Service 1
- a review of results as described above

Service 1 - Clerical re-check

This service will include the following checks:

- that all parts of the script have been marked
- the totalling of marks
- the recording of marks

Receive Enquiry about Results outcome

(This will be emailed to you via your Borden email account)

Do you still have a concern about the processes the exam board has followed when marking your paper?

No

No further action

Yes

Appeals can only be requested by the Head of Centre. Please refer to the relevant awarding body's appeals process. If you feel it meets their criteria, please contact the school.

A Levels, AS Levels, Level 3 qualifications, Cambridge Technicals:

Year 13s who have a university place, apprenticeship or job offer which is reliant on the result(s) can ask for a **Priority Review of Marking** which should be returned before the university admission deadlines.

THE EXAMINATIONS OFFICER WILL BE IN SCHOOL ON RESULTS DAY AND FRIDAY 14TH AUGUST TO ACCEPT PRIORITY REVIEW REQUEST FORMS AND PROCESS PAYMENTS.

You are also advised to let your university know that you have applied for a review and ask if they are able to they can hold your place. The exam board will notify them if your grade goes up or down as the result of a review.

Otherwise go for an ordinary review.

If the results are not what you expected, and you are not asking for a Priority Review, you are advised to apply for a **Priority Copy** of the paper (script). You can then review the paper and, if necessary, approach your teacher to ask if they can advise you.

It is always advisable to get a copy of the script first as reviews are not grade protected; marks and grades may be lowered, confirmed or raised.

Do also check the grade boundaries on the exam boards websites. QR codes which take you directly to the relevant pages are usually available on results day.

In order to request a service, you will need the paper code(s), not the specification or entry code. These can be found on your exam timetable (the main exam timetable is still on the school website). Teachers, Heads of Department and exams staff will also be able to help you with the codes.

Please note that Non-Examination Assessments cannot be reviewed.

GCSEs, Cambridge Nationals, Level 2 qualifications:

Year 11s who have a sixth form place, college place or an apprenticeship which is reliant on the result(s) can ask for a **Priority Review of Marking** for Pearson subjects only.

AQA, OCR & Eduqas only offer a non-priority review of marking service.

IF YOU NEED A PRIORITY REVIEW OF MARKING, THIS MUST BE REQUESTED AND PAID FOR ON RESULTS DAY. THE EXAMS OFFICER WILL BE AVAILABLE ON THIS DAY BUT THEN WON'T BE IN SCHOOL UNTIL 1ST SEPTEMBER.

Should you need to speak with Mr Brinn regarding any 6th form queries, please email him at cbrinn@bordengrammar.kent.sch.uk or you can telephone the school on 01795 424192 to request an appointment.

If your results are not what you expected, and you are not asking for a Priority Review, you are advised to apply for a **Priority Copy** of the paper (script). You can then review the paper and, if necessary, approach your teacher to ask if they can advise you.

It is always advisable to get a copy of the script first as reviews are not grade protected; marks and grades may be lowered, confirmed or raised.

In order to request a service, you will need the paper code(s), not the specification code. These can be found on your exam timetable (the main exam timetable is still on the school website). Teachers, Heads of Department and exams staff will also be able to help you with the codes.

Certificates

Certificates will be available around the beginning of December time and you will be notified when they are ready to be collected. This notification will come via your Borden Grammar email which will stay live until the end of January 2027.

If any reviews of markings are successful, these will be reflected on your certificate.

IMPORTANT: Please make sure you collect your certificates

We are required by JCQ to retain securely all uncollected certificates for a minimum of 12 months from the date of issue.

In line with JCQ's General Regulations for Approved Centres, we can destroy any unclaimed certificates after retaining them for a minimum of 12 months. They must be destroyed in a confidential manner and a record of destruction must be retained for a period of four years from the date of their destruction.

Some awarding bodies do not offer a replacement certificate service. In such circumstances, the awarding body will only issue a Certifying Statement of Recognition.

If you do not collect your certificates before destruction, you will need to contact the awarding bodies should you later require them.

If you cannot collect your certificate in person and you have to nominate a third party to collect your certificates, this can only be done via your Borden email account. Please note that your Borden email account will only be available to you until the end of January 2027. You will need to email Exams@bordengrammar.kent.sch.uk, making it explicit that you give permission for [*full name of nominated person*] to collect your certificates on your behalf. On collection, your nominated person MUST bring a valid form of photo ID which will be compared to your email. The name on their must match exactly, the name on their ID.

Deadlines are strict and requests will not be processed after the deadlines given. Awarding bodies will not accept requests after their deadlines.

Post-results service	Deadline Final date for requesting – all by 10am	AQA per paper	OCR per paper	Pearson per paper	Eduqas per paper
RoR Service 1 Clerical re-check (within 10 calendar days)	23/09/26 (by 10am)	£9.70	£12.00	£14.00	£11.00
RoR Service 2 Review of marking	23/09/26 (by 10am)	A Level £51.95	A Level £67.75	A Level £57.00	A Level £51.00
		GCSE £44.85	GCSE 67.75	GCSE £50.00	GCSE £45
RoR Priority Service 2 Priority review of marking	A Levels: 14/08/26 (by 3:30pm) GCSEs (Pearson only): 20/08/26 (by 3:30pm)	A Level £61.70	A Level £83.50	A Level £68.00	A Level £60.00
		GCSE not available	GCSE not available	GCSE £60.00	GCSE not available
ATS Copy of script to support review of marking (within 20 calendar days)	A Levels (priority copy): 14/08/26 (by 3:30pm) GCSEs (priority copy): 03/09/26 Non-priority: 15 Oct 2026	Admin charge: £5.00 per subject			
ATS Copy of script to support teaching & learning	OCR/AQA: 15 Oct 2026 Pearson: 10 Dec 2026 Eduqas: 11 Feb 2027	Admin charge: £5.00 per subject			