



St Robert of Newminster Catholic School and Sixth Form College



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Executive Head Teacher: Mr C Hammill
Chair of Governors: Miss A Nichols

POST RESULTS SERVICES SUMMER 2025

If you're unhappy about an exam result, there is a number of services you can request. The school will need your **written consent** to request any of these services. Please be advised there is a charge for **most** of them.

Services you can request:

- **Priority access to reviewed script:** a copy of the marked script to help you decide if you want to request a Clerical Check or Review of Marking. This is only available for AS, A-Level, Level 3 Qualifications and NCFE Level 2 Health & Social Care. Deadline: 1:00pm on 21st August 2025
- **Clerical Check:** makes sure that all parts of a script have been marked, and the totalling and recording of marks has been done correctly. YOU COULD END UP WITH A **LOWER** OR HIGHER MARK. Deadline: 1:00pm on 25th September 2025
- **Review of Marking:** reviews the original marking to ensure that the mark scheme has been applied correctly. The checks will also include a Clerical Check. YOU COULD END UP WITH A **LOWER** OR HIGHER MARK. REVIEWERS WILL NOT REMARK THE SCRIPT. THEY ONLY ACT TO CORRECT ANY ERRORS IDENTIFIED IN THE ORIGINAL MARKING. Deadline: 1:00pm on 25th September 2025
- **Priority Review of Marking:** as the Review of Marking but it is **only available if:**
 - The enquiry is about a relevant AS, A-Level or Level 3 Qualification units and GCSE Pearson
 - A candidate's place in further/higher education depends upon the outcome
 - Deadline: 1:00pm on 21st August 2025
- **Scripts to support teaching and learning:** available from 5th September. These scripts will not be available for enquiries about results. Deadline 1:00pm on 25th September 2025
- **Access to Scripts** – This is a non-priority service enabling centres to request copies of scripts to support teaching and learning

How to request these services:

- There is a charge for **most** of these services. A list of all fees is attached.
- **No request** will be **processed** until we have **received payment**.
- Please note that any queries should come from the student and must be requested either in person (Exams Office – opposite Main Reception until Friday 22nd August) or by email to exams.4609@str.bwcet.com sent via their school email address. **We cannot accept requests from parents or from non-school email addresses** (apart from external candidates)
- Applications should be submitted at the earliest opportunity. **Applications received after the closing date will be refused.** *In exceptional cases, where results have been issued after the normal publication date, the closing date for applications will be extended by the same period as the delay.*

Enquiries about Results fees will only be refunded by exam boards if subject grades or qualification grades change. If a component marks change (i.e. an exam paper) but there is no grade change in the qualification, you will not be refunded.

If you have any questions or require any further information, please email us on exams.4609@str.bwcet.com.

