

1 Enquiries about results

If you have concerns about your results, you can request a **Review of Marking** for any written exam paper. A Review of Marking (ROM) is where a senior examiner checks that the marks given have been correctly awarded; they do not, however, remark the paper.

Students (not parents) must give written authorisation for a ROM and be aware that their mark and/or grade can go **down** as well as up. Please complete the link found on the website:

https://www.beaufort.hants.sch.uk/2023_exam_enquiries.

Each exam board charges a different fee per paper and details are included in the form.

You can apply for a Review of Marking between when school returns on Tuesday 5th September 2023 and Monday 25th September 2023.

ALL enquiries about results must be sent to Exams@staff.beaufort.hants.sch.uk.

Late requests cannot be accepted.

Our preferred method of payment is SCOPay under Misc income: Products > Year 11 exam enquiries. Applications will only be submitted once written approval has been received from the student and payment has been made.

In exceptional circumstances an email from your school email address giving informed consent to a Review of Marking will be accepted. This must include: Your **full name**, your candidate number, GCSE **subject** you wish to have reviewed, **paper number** and a statement "I understand that the outcome of the review may result in my grade going up or down or staying the same."

2 Access to Scripts

Copies of Exam scripts are available for most, but not all, written exams.

Copies may be requested from today until Monday 25th September 2023.

Note: "Priority" copies of scripts to inform Reviews of Marking must be requested by Tuesday 5th September 2023.

Late requests cannot be guaranteed to be available in time to inform ROM decisions.

You can apply using the form overleaf – further copies of the form are available from our website:

https://www.beaufort.hants.sch.uk/2023_exam_enquiries

All results enquiries and forms should be directed to: Exams@beaufort.hants.sch.uk

3 Certificates

GCSE Certificates will be presented to students at the Presentation Evening on Thursday 23rd November. For those unable to attend, certificates can be collected in person from reception between Monday 27th November and Friday 8th December 2023. If students are unable to collect in person, they can appoint a nominee to collect the certificates on their behalf. Nominees must have a signed letter from the student and personal identification when they come to collect the certificates.

We wish you the very best of luck in your future endeavours.