



26th May 2023

Dear Parent/Carer,

### Conclusion of the examinations and appeals

The examination period is well under way and I would like to thank all students for their hard work and diligence throughout the period. Please remind students that free breakfast and water is available in the canteen each morning for those students who are going into an exam.

### Sixth Form Results Day

We are looking forward to results day. For most students, results day is a happy and simple occasion where they celebrate the success of their hard work and move onto the next planned stages of their educational journey. In the rare instance where this is not the case, we have experienced personnel in place on the day to support you and your child.

### Arrangements for the day

**A Level Results Day will take place on Thursday 17th August between 8am - 9:30am for Year 13 and Year 14.**

Students may arrive at any point in this timeframe, but all students are welcome to arrive at 8am. Students will follow a one way system around the hall. They will visit three points:

- Intended future destinations desk;
- results stations to collect results envelopes;
- university / clearing support desk and other future destinations (should they need to).

Please note that we will have support pods set up for students who may require individual private support. If your child requires such support, the parent/carer who has accompanied them will be invited to participate in that conversation if the student wishes them to.

Support will continue to be provided following the results day should it be required. You can access this by emailing [sixthform@stokesleyschool.org](mailto:sixthform@stokesleyschool.org) for all UCAS related queries, Mrs Stirling , our Careers Advisor on [m.stirling@stokesleyschool.org](mailto:m.stirling@stokesleyschool.org) for general support or [j.herbert@stokesleyschool.org](mailto:j.herbert@stokesleyschool.org) for appeal queries. Please see below for the dates and times of when the exam's office will be manned during the summer break.

### Additional Option

If your child is not intending on coming into school to collect their results in person and would like someone else to collect them on their behalf, we require them to send an email from their school email address (personal emails will not be accepted due to GDPR restrictions) to Mrs Herbert, Exams Officer, on [j.herbert@stokesleyschool.org](mailto:j.herbert@stokesleyschool.org) before 3pm on Friday 14th July. The email must confirm the name of the person who will collect them. On the day, the named person must bring photographic identification with them which will be matched to the email. If we have not had a request from your child by that point, they will have to collect their results in person on results day.

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### Queries

Should you have any questions in relation to the information in this letter, please contact our Exams Officer, Mrs Herbert on [j.herbert@stokesleyschool.org](mailto:j.herbert@stokesleyschool.org) which will be manned until Friday 21st July. The exams office will then re-open from Monday 14th August until Thursday 24th August. Support will continue to be provided following the results day should it be required but any appeal queries after 25th August will not be classed as priority and will receive a response from Monday 4th September.

### Appeals

In the event that your child would wish to make an appeal against a grade, they should submit their request via this [google form](#) using their school email address. Your child will receive an automatic response to this. We will treat all sixth form appeals as 'priority' if your child's university place depends on that outcome. *Although a priority appeal may still take up to 30 days to come back to school.*

If your child requests a review or priority review of marking, it includes:

- a clerical re-check;
- we receive a copy of the reviewed script as part of this service;
- a second examiner will review the paper/recording again to identify genuine marking errors or unreasonable marking;
- the examination board will make sure all the marks are counted.

It is really important to note that your child's grade can **go down, stay the same as well as go up**. A review is the standard speed service for any student. A priority review is only available for:

- AS and A-level (including new AS specifications)
- FSMQ Advanced Level
- AQA Certificate Level 3
- AQA Certificate Level 3 Applied General qualifications.

We can request these services for individual units or components. There are costs associated with each review. If the grade does change, the board will not charge you. If the grade stays the same, the cost will have to be paid. The cost's range from around £40-£180 depending on the qualification. The exams team and I will be processing any priority appeals from Thursday 17th August until Wednesday 23rd August. All priority appeals must be submitted to the examination boards by Friday 25th August. Therefore, our internal deadline of the 23rd August is in place to ensure that our team has the appropriate amount of time to complete this service thoroughly. For full details, please click on the link below for Stokesley School and Sixth Form Appeals. All appeals must be paid for in advance before they can be processed. The only exception to this is where the school believes there has been an error.

Any appeals submitted after the 23rd August will be processed as part of the normal appeals procedure. Once submitted to the examination board, there is nothing more than the school can do until we receive their response. As soon as a response is received, we will notify your child of the outcome.





### Useful Documentation

I have added some useful links to the letter which will be shared directly with your child following the completion of their examinations:

[Frequently asked questions for students in relation to results day and appeals](#)

[Stokesley School and Sixth Form Appeals Procedure](#)

[JCQ - A guide to the awarding bodies' appeals processes](#) - has not yet been updated since 2022

[AQA - post results services](#)

[Pearson - post results services](#)

[OCR - post results services](#)

I would like to take this opportunity to say that it has been a privilege to work with your child over the last four years. It has truly been a tumultuous time for everyone and I am exceptionally proud of everything they have achieved - both in and out of the classroom - especially against the unprecedented backdrop of a global pandemic. The whole cohort has shown resilience and determination in abundance. I cannot wait to see their faces when they open their well-deserved results envelopes in August. It will be a very special day for them, you and us. I would also like to thank you for your continued support throughout this time. Your ongoing invaluable support has made the process much more manageable - thank you.

Yours faithfully,

Mrs J Darbyshire

Deputy Headteacher - Achievement and Standards

