

June 2025

Dear Parent/Carer

Re: Year 11 Results Day & Information on the Enquiries about Results (EAR) Process: 2025

I am writing to confirm arrangements for our Year 11 Results Day, taking place on Thursday 21st August 2025.

Results will be available from 9:00 am in the main school hall. Due to ongoing building works, the front of the site will be completely closed off. Please enter the site via the side gate in Eastcombe park, beside the cricket pavilion.

If students are unable to attend in person, to collect their results, we can offer the following solutions:

- A family member, or friend, can collect results **providing the student has given written permission for this**, via email to exams@thomaskeble.gloucs.sch.uk. The written permission must state who is collecting the results and that person must be able to identify themselves (passport or another photo ID);
- We can email the results, **providing we have written permission from the student to do so**. This can be via a letter signed by the student or through an email from the student's own email address. The **written permission must detail the email address** they wish us to use. If emailing the request, please email exams@thomaskeble.gloucs.sch.uk (please do not email admin, as this inbox will not be monitored over the summer).

Please **email your permission as soon as possible** to ensure there is no delay in getting your results to you.

Staff will be available on the morning of Results Day to offer individual advice and guidance on post results options or the next steps to progress to Post-16. Further details are available on the attached Enquiries About Results (EAR) form and on our website.

It has been a privilege to work with our Year 11 students this year. The resilience they have shown as a year group has been inspirational. I very much look forward to seeing many of them on 21st August, to receive the results of their hard work and determination.

Yours faithfully,



Mr Steve Shaw
Headteacher: Thomas Keble School
Information for Candidates

Summer 2025 Enquiries About Results (EAR)

Candidate Request and Consent Appeals Form

If you are unhappy with your GCSE results, there are two services you may want to explore. Please be aware that there will be a cost incurred with both of these services.

Post-results service	Description	Deadline	Cost - per paper			
			AQA	OCR	Edexcel	WJEC/Eduqas
<u>Service 1</u> Clerical Re-Check	Check that all parts of the script have been marked; the totalling of marks and the recording of marks are correct.	18/09/25	£9.40	£11.50	£14.00	£11.00
<u>Service 2</u> Review of Marking	Script is checked to make sure it was correctly marked according to the mark scheme. It will not be remarked. Changes to marks will only be made where there is an administrative or marking error. Also includes Clerical Re-Check as in Service 1.	18/09/25	£43.50	£65.25	£50.00	£43.00

Please follow the process outlined below.

1. Speak to or email your Head of Department on Results Day (the next available date for contacting a HOD is wk/b 1st September) about grade boundaries and whether paying for a Clerical Re-Check or Review of Marking would be beneficial. The school can also ask the exam board to provide a copy of your exam papers to help them decide.
2. Complete the EAR's Candidate Request and Consent Form below and email it to exams@thomaskeble.gloucs.sch.uk (applications will be processed wk/b 1st September) to request a particular service. Make payment via BACS. We cannot action your request until payment has been received.
3. The Exams Office will apply to the exam board and email you the outcome once they hear back from the exam board.
4. The deadline for students to apply to school for any of these services is **Thursday 18th September 2025**.

Following a Clerical Re-Check or Review of Marking, there are three possible outcomes:

- Your original mark is confirmed as correct, so there is no change to your grade. No refund of Service Fee.
- Your original mark is raised, so your final grade may be higher than the original grade you received. Service Fee refunded.
- Your original mark is lowered, so your final grade may be lower than the original grade you received. Service Fee refunded.

Link to useful [JCQ Post Results Services Flow Chart](#).

Summer 2025 Enquiries About Results (EAR)

Candidate Request and Consent Appeals Form

Student Surname: _____ First Name: _____

Student's home email address: _____

Email address outcome should be sent to: _____

Telephone number in case of queries: _____

AQA	Clerical Re-Check	Select Subject	Review of Marking	Select Subject
Biology Paper 1	£9.40		£43.50	
Biology Paper 2	£9.40		£43.50	
Chemistry Paper 1	£9.40		£43.50	
Chemistry Paper 2	£9.40		£43.50	
Combined Science: Biology Paper 1	£9.40		£43.50	
Combined Science: Biology Paper 2	£9.40		£43.50	
Combined Science: Chemistry Paper 1	£9.40		£43.50	
Combined Science: Chemistry Paper 2	£9.40		£43.50	
Combined Science: Physics Paper 1	£9.40		£43.50	
Combined Science: Physics Paper 2	£9.40		£43.50	
Drama	£9.40		£43.50	
English Language Paper 1	£9.40		£43.50	
English Language Paper 2	£9.40		£43.50	
English Literature Paper 1	£9.40		£43.50	
English Literature Paper 2	£9.40		£43.50	
French Listening	£9.40		£43.50	
French Reading	£9.40		£43.50	
French Writing	£9.40		£43.50	
Geography Paper 1	£9.40		£43.50	
Geography Paper 2	£9.40		£43.50	
Geography Paper 3	£9.40		£43.50	
Music	£9.40		£43.50	
PE Paper 1	£9.40		£43.50	
PE Paper 2	£9.40		£43.50	
Physics Paper 1	£9.40		£43.50	
Physics Paper 2	£9.40		£43.50	
Spanish Listening	£9.40		£43.50	
Spanish Reading	£9.40		£43.50	
Spanish Writing	£9.40		£43.50	

Edexcel/Pearson	Clerical Re-Check	Select subject	Review of Marking	Select subject
DT Timbers	£14.00		£50.00	
Maths Paper 1	£14.00		£50.00	
Maths Paper 2	£14.00		£50.00	
Maths Paper 3	£14.00		£50.00	

Summer 2025 Enquiries About Results (EAR)

Candidate Request and Consent Appeals Form

OCR	Clerical Re-Check	Select subject	Review of Marking	Select subject
Citizenship Paper 1	£11.50		£62.75	
Citizenship Paper 2	£11.50		£62.75	
Citizenship Paper 3	£11.50		£62.75	
Computer Science Paper 1	£11.50		£62.75	
Computer Science Paper 2	£11.50		£62.75	
History Paper 1	£11.50		£62.75	
History Paper 2	£11.50		£62.75	
History Paper 3	£11.50		£62.75	
Creative iMedia	£11.50		£62.75	
Sport Science	£11.50		£62.75	

WJEC/Eduqas	Clerical Re-Check	Select Subject	Review of Marking	Select Subject
Food & Nutrition	£11.00		£43.00	
RE Full Course Paper 1	£11.00		£43.00	
RE Full Course Paper 2	£11.00		£43.00	
RE Full Course Paper 3	£11.00		£43.00	
Hospitality & Catering	£11.00		£43.00	

Payment of Fees

Bank transfer (preferred):

Cheque:

Cash:

Sort code: 30-98-29

Made payable to Thomas Keble School

Account number: 88333260

Account name: Thomas Keble School

Please use the following reference so we can identify your payment: **<Student name> EAR**

Total Amount paid

In the event of the grade changing upwards as a result of a clerical check or review of marking, you will be refunded the full fee for that paper.

Consent

I give my consent to the head of my school to submit a Clerical Re-Check or a Review of Marking for the examination(s) listed above. In giving consent I **understand that the final subject grade and/or mark awarded to me following a Clerical Re-Check or a Review of Marking, and any subsequent appeal, may be lower than, higher than, or the same as the result which was originally awarded for this subject.**

Student Signature:

Date:

For office use only:

Date payment received: _____ Date processed: _____ Refund required: _____

Exam Board outcome: _____ Refund Requested: _____