



# Exam Information

The information below includes key dates and information that you can use to ensure you know exactly what to expect from our exam timetable in summer 2024.

## **Summer Public Examination Dates: 09 May – 26 June 2024**

All students must remain available until the 26th June in case an awarding body needs to invoke its contingency plan. There are 3 contingency dates in place for 2024 - these contingencies are in place in the event of national or significant local disruption to examinations in the United Kingdom:

06 June - afternoon

13 June - afternoon

26 June - all day

**Please note:** if an exam is rescheduled for one of the contingency dates and the student is not available to attend (i.e. due to a holiday) they will not be eligible for special consideration by the exam boards.

## **Exam Timetables**

All students receive an individual examination timetable - this will include a list of their exams. It is important that students keep these safe so they do not miss any exams. If you have any questions or queries relating to exam timetables please contact the school exams office Karen Nelson or the school office on 0191 300 0505.

## **Results Days**

Students will receive their results on the dates outlined below;

GCSE/L1/2 Vocational: **Thursday 22/8/2024**

If your child is unable to attend their results day please let us know by emailing us on [office.admin@southlandsnt.org.uk](mailto:office.admin@southlandsnt.org.uk) - alternative arrangements can be made to ensure they receive their results.

## **Post Results Services**

If you are unhappy with any of your exam grades you can use exam board post results services. Depending on the exam board there are generally three services available;

1. **Access to scripts** - this allows you to access your marked script from your exam(s).
2. **Clerical re-check** - this is where the exam board will check that all aspects of the paper have been

marked, marks are recorded/added up correctly, special consideration (if applicable) has been applied and that grade boundaries have been applied accurately.

3. **Review of marking** - this service involves a senior examiner reviewing the marking of a specific unit/component within a subject area.

\*Please note - fees for these services vary depending on exam board. Fees can be found on the exam board websites using the links below.

## **Exam Board - Post Results Services Information**

AQA Post Results Services - [here](#)  
Edexcel Post Results Services - [here](#)  
OCR Post Results Services - [here](#)  
WJEC post Results Services - [here](#)

If you wish to use any post results service you should follow the steps outlined below;

**Step 1**

Email: [office.admin@southlandsnt.org.uk](mailto:office.admin@southlandsnt.org.uk) and indicate the name of the student and their year group (e.g. Joe Bloggs, Year 11) which service you require (e.g. review of marking), the subject and unit/component (e.g. Maths Paper 1) and exam board (e.g. Edexcel).

**Step 2**

The exams officer will respond via email indicating the fees and charges, if any, for the services you have requested.

**Step 3**

On receipt of fees and charges (if applicable) - you must respond confirming that you wish to proceed at this point.

**Step 4**

You will then receive an invoice for the services requested which must be paid before step 5 can commence.

**Step 5**

The exams officer will contact the relevant exam board and initiate the process for the service(s) requested.

**Step 6**

Once the exam board has responded the exams officer will confirm the outcome of the request via email.

### **Helpful Websites and Documents**

Below are a series of documents and links, produced by Ofqual, the DfE, and the JCQ to help explain the examination processes to students and parents:

- [JCQ Key Dates June 2024](#)
- [JCQ Instructions for Conducting Exams 2024](#)
- [JCQ A Guide to Special Consideration 2024](#)
- [JCQ Access Arrangements and Reasonable Adjustments 2024](#)
- [JCQ Instructions for Written Exams 2024](#)
- [JCQ Instructions for NEA 2024](#)
- [JCQ Coursework Guidance 2024](#)

More **information** can also be found on exam board websites;

[AQA](#)

[Edexcel \(Pearson\)](#)

[OCR](#)

[WJEC](#)

Thank you

If you have any further questions regarding exams, contact our school office (0191 300 0505) and ask for the exams officer.