

August 2026

Dear Candidate

ENQUIRIES ABOUT GCSE EXAMINATION RESULTS

The Examination Boards have rigorous checks to ensure that their marking and grading procedures are of the highest standards. If a mistake is made it is invariably detected and corrected well before results are published.

However, if you feel that you have been awarded a grade which is inexplicable and you are confident there must be an error and would like to query it, you may request that the Examination Board checks your marks. Please note, it is not recommended to do this if you are more than 4 marks away from the next grade boundary up. In our experience it is also very rare for any improvement for Maths and Science subjects. The following levels of checking can be requested; costs are refunded only if the grade is improved.

Service number	Description
1	Clerical check on the marks credited to each component (10 calendar days)
2	Review of marking of all externally assessed components (20 calendar days)

Service 1 is, in our experience, unlikely to result in any change of grade. Service 2 is the most commonly requested. The closing date for requests for enquiries is 21 September 2026.

If a Sixth Form place is in jeopardy and you wish to submit a Service 2 request, then you must come into School (parents cannot do this on a candidate's behalf) and see a member of the Senior Leadership Team or Head of Department in person. You will then be advised of the procedure for completing this enquiry and for making an appointment to see Mrs J Tyler (our Examinations Officer) who will be available on Results Day (20 August) and Friday 21 August between 10.00am – 4.00pm. If, under exceptional circumstances, you cannot make an appointment on Results Day, you may email Mrs Tyler (jrt@strs.org.uk) once you have spoken with a member of the Senior Leadership Team and she will help you complete this enquiry remotely.

Please ensure that you bring the following to your appointment if required:

A signed Review of Results request, consent and payment form (available on Results Day in the Hall, a copy is also on SharePoint and the School's website [About our Sixth Form • Sir Thomas Rich's School](#) (strschool.co.uk))

Headteacher: Matthew Lynch BA (Hons), NPQH

Oakleaze, Gloucester GL2 0LF info@strs.org.uk www.strschool.co.uk 01452 338400
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A copy of your Statement of Results (which will specify the Examination Board, subject code, candidate number, etc).

Please note, payment is via ScoPay only.

All other Service 2 enquiries (i.e. those which do not affect a Sixth Form place) should be submitted to Mrs J Tyler after the start of term and before 21 September. This can be done via email (exams@strs.org.uk). Please ensure you attach a copy of the Review of Results request, consent and payment form with your email enquiry and that you are specific on which components (i.e. paper) you would like to be reviewed. Please do not email Mrs Tyler requesting a Review of Results unless you are less than 4 marks away from the next grade boundary and until you have approached a member of staff and received advice on whether this is advisable for any given subject. The name of the staff member you have discussed this with must also be entered on your form.

Charges for these Post-Results Services vary across the Examination Boards. Costs range from £9.70 to £14.00 for Service 1 and between £44.85 and £67.75 for Service 2 **for each component (paper)**. Please see the attached *Deadlines, fees and charges* document for more details on specific costs per service, per exam board. The *JCQ Post Results Services 2026* Infographic is also attached to provide a quick guide to candidates.

It is important to understand that there is no grade protection for clerical re-checks, review of marking or any subsequent appeal. This means that your marks and subject grades may be confirmed or raised **or lowered as a result. It is for this reason that only candidates may request these services.**

It is possible to request a copy of the marked examination papers for GCSE examinations (excluding speaking exams, recordings, coursework components) for checking by a Head of Department. I should stress that marking procedures are tightly controlled, with several checks built into the system, and hence any mistake would likely be picked up before a grade is awarded. **However, a candidate considering a Service 2 who wishes to see a priority photocopy of their script must lodge their request with Mrs J Tyler by 4.00pm on 14 September.** Copies of scripts will be sent to schools within 7 calendar days of the date of application.

Original scripts may also be requested to support teaching and learning in future years; these will not be requested until outcomes have been returned for Review of results. We ask all students to sign an Access to Scripts form once they have collected their results to either give/refuse permission for staff to access scripts; these cannot be used in any enquiry about results. Requests for the return of original scripts should be lodged with the Examinations Officer (Mrs J Tyler) by 21 September.

The Examination Boards prohibit the showing of scripts or photocopies to anyone outside immediate family. However, teachers may use them for teaching and learning purposes.

I wish you all the very best for the next step in your education.

Yours sincerely



Matthew Lynch
HEADTEACHER

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