



Ringwood School

Dear parents, carers and students

I am writing to you to give you information about results days for year 13 students on **Thursday 17th August** and for year 11 students on **Thursday 24th of August**.

For both of these days, students can come into school between **9am and 11am** to collect their results. Results will be available from the library in between those times. If students are unable to collect results in person, students can complete a form giving permission for their results to be collected on their behalf. We can only release results to someone other than the student if we have received this request in advance confirming signed written permission and if the person collecting the results brings in photo identification. The form is available via our website or copies can be found in the Examination Handbook emailed to all parents, carers and students earlier this year. Alternatively, results can be posted; this will be done towards the end of the day of the 17th and 24th.

In addition, year 11 students who have pre-paid for the Yearbook Book via ParentPay will be able to collect it on the 24th of August.

There will be teaching and careers staff available on both results days for any student who needs information, advice or guidance on their next steps. The sixth form team will be on site on results days until 2pm and then by appointment only on Friday 18th and Friday 25th of August. Once you receive results, if you would like to make an appointment then please email sixthform.admin@ringwood.hants.sch.uk Our careers advisor, Rachel Lucas, will be on site on each results day from 9am until 12pm.

In addition to the support offered in school, the National Careers Service will again be running the Exam Results Helpline during August this year. Young people or their parents can contact the helpline on 0800 100 900 to speak to a professionally qualified careers adviser if they need advice on their next steps. They have also released a helpful leaflet called a Parent's Guide to Exam Results which is available here:

<https://nationalcareers.service.gov.uk/explore-your-education-and-training-choices/exam-results/parent-guide>

Information regarding review services offered by exam boards:

Attached to this email are the deadlines and fees associated with the post-results review services offered by the Awarding Bodies. Also attached is the JCQ guidance which you may find helpful.

The services are as follows:

- Priority Review of Results – this service is only open to A Level students whose places at University may depend on outcomes
- Access to Scripts to support a request to review marking – schools can request scripts to help determine whether to then ask for a review of the marking of a paper.
- Review of results – clerical checking of marks given

- Review of results – review of marking – available for all students except where they fit into the ‘Priority’ category
- Access to scripts – to have marked paper returned (not with a view to then requesting a Review of Results)

The forms which students need to complete if they wish to access any of the post results services will be included in their results envelope and will also be available to download from our website from August 17th onwards. Only schools can request these services from the Awarding Bodies; students and parents / guardians cannot request them from an Awarding Body directly.

If, after results are issued, you would like to request any of these services, please complete the appropriate form, drop it into school or email it to examadmin@ringwood.hants.sch.uk . You will then need to make payment for the post results service you are requesting (if there is a fee) and can do this by visiting the following part of our website <https://www.ringwood.hants.sch.uk/product/make-a-payment/>

With best wishes for a relaxing summer

Rachel Heaver Webb

Assistant Headteacher with responsibility for exams