

The Appeals Process: Enquiries About Results (EARs)

The examination boards provide a grade and uniform mark scale (UMS) score, where available, for each subject. This UMS score allows you to compare the score against the relevant grade boundaries supplied by each examination board. These grade boundaries are available at the **Appeals Table** on results day and are also accessible on the school's website. The school uses the UMS scores to judge if a subject grade is worth considering for an appeal. This is generally done in consultation with each Director of Learning. As a rule of thumb, those students that are within 1-2 UMS marks away from the boundary are considered for an Enquiry About Results (EAR). An EAR can be either a clerical check, review of marking or access to the original script. The costs per paper for each of them is summarised below. If the appeal results in a successful change to the grade the fee will be refunded.

	AQA	EDEXCEL	OCR	WJEC
ACCESS TO SCRIPTS	£14.35	£12.50	£12.15	£11.00
CLERICAL CHECK	£8.05	£11.30	£17.45	£11.00
REVIEW OF MARKING	£37.55	£40.40	£48.50	£37.50

Our deadline for a review of marking is 12th September 2019. In general appeals take 2-4 weeks after submissions. You will be notified of all appeal decisions when they are returned.

Any potential review of marking is based upon the UMS score and where this score sits within the grade boundaries. The Grade Boundary documents can be viewed on our website through **Exam Results**. This window is found through the website **Headlines** or at the top of **Our Parents** or **Our School** menu. Please note that the total given UMS score is made up of separate papers, each with an individual score.

Please see the example below. The table shows the English Language result for a student.

Board	Level	Element Code	Title	Grd1 (Grade)	Mark Equiv (UMS)
AQA	GCSE	8700	ENGLISH LANGUAGE	6	103

To check the result you would open the AQA Grade boundary document on the website and search for element code 8700 or scroll down through the document until you reach English Language (as all qualifications are listed in alphabetical order). Ensure that you look at the correct qualification (using the element/subject code) and tier of entry if applicable. The exact information you would see is:



Subject grade boundaries – June 2018 exams

GCSE – reformed linear single awards

Subject Code	Subject Title	Maximum Mark	Grade Boundaries								
			9	8	7	6	5	4	3	2	1
8700	ENGLISH LANGUAGE	160	128	118	108	97	86	76	56	36	16

You can see from this data that the grade awarded for English Language is 5 marks below the grade 7 boundary (108 marks). Manor would not submit this result for an appeal as it is outside the 1-2 UMS points from the boundary. However, as a parent/carer you may wish to consider funding this appeal. Please note that, from previous experience, appeals at this distance from the boundary are generally unsuccessful.

All appeals must be made by the head of centre on behalf of a candidate and are submitted online, through the relevant examination board. It is imperative the centre have written permission from each candidate concerned before processing an appeal. The candidate must fully understand that their marks for a given assessment may change and this could result in subject grades being raised or lowered. The consent form can be accessed through the same pages (Exam Results) on the website or a copy collected from the **Appeals Table** in the hall on results day.