



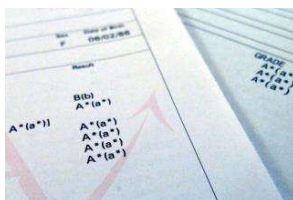
JOYCE FRANKLAND ACADEMY, NEWPORT

GUIDANCE FOR CANDIDATES & PARENTS AFTER THE EXAMINATIONS 2025

Results Day - Results Slips - UCAS - Grade Boundaries

Post-Results – What to do if you are unhappy with your results

Centre Number: 16527



This guide aims to give valuable advice for examination results received by candidates at Joyce Frankland Academy, Newport

**Please read this document carefully
and retain it for future reference**

**If there are ANY questions or problems, please contact the Exams Officer
postresults@joycefrankland.org**

CONTENTS

AFTER THE EXAMINATIONS.....	3
Notification of Results.....	3
Before You Collect Your Results Slip.....	3
Post 16 / 18 and Alumni Information	3
RESULTS SLIP (Example).....	4
UCAS.....	4
Grade Boundaries	4
WHAT TO DO IF YOU ARE UNHAPPY WITH YOUR RESULTS.....	5
POST RESULTS SERVICES EXPLAINED.....	6
Reviews of Results.....	6
CERTIFICATES.....	8
APPENDICES.....	9
Appendix 1 – Which Post Results Service Suits You?	9
Appendix 2 – GCE and GCSE Post Results Fees – Summer 2025.....	10
NOTES	11

AFTER THE EXAMINATIONS

Notification of Results

A-Level & BTEC :

Results will be available for collection from Sixth Form Block between **08:00 - 10:00** on **Thursday 14th August 2025**.

Staff will be available in school from **08:00** to deal with any specific exam / careers related guidance you may require.

GCSE:

Results will be available for collection from the school hall between **09:00 - 11:00** on **Thursday 21st August 2025**.

Staff will be available in school from **09:00** to deal with any specific exam / careers related guidance you may require. The Careers service will also be available should you need to ask any questions.

If you are not able to collect your results

- You (the pupil) must email your exams officer jbowen@joycefrankland.org and give the email address you want your results to be sent to by 6th August 2025. Alternatively, you can nominate a person to collect on your behalf (they must bring ID with them) and the exams officer informed in advance.
- If results are not collected they will be posted on results day to the address held in SIMS and will be delivered to you according to the Post Office delivery schedule. We are not able to post results to arrive on results day.

Results will not be given out by telephone.

Before You Collect Your Results Slip

You will be asked to sign a document which either gives or refuses your permission for your scripts to be accessed.

Without your permission we are unable to action any requests by you or by your teacher.

As a matter of course, we will redact all personal information about you before using the scripts in the classroom.

Post 16 / 18 and Alumni Information

As an Academy we are required by Essex County Council to confirm your next destination from September 2025. Please use the QR Code below to inform us of these next steps and you can opt in to be part of the JFAN Alumni.



RESULTS SLIP (Examples)

On Results Day you will receive a Results Slip generated by the Academy that will show your provisional results. The results are provisional (pending any post-results services outcomes that you may have applied for) until you receive your results certificate. The results slip lists all the exams you have and any components within the qualification.

A capital letter (A-Levels) or number (GCSEs) indicates an overall grade.

UCAS

If you've applied to university through UCAS, your provisional results will be sent by the awarding bodies directly to them and they will forward them to your chosen university or college. If you request any post-results services and your grades change, an amendment file will be sent to UCAS. If your exam results were not what you expected, or you would like some guidance about what to do next, speak to Mr Brooker or Mrs Baxter. You can also contact the UCAS Exam Results Helpline for help and advice on anything including retakes, resits, gap years, apprenticeships, further education, clearing and funding. Their contact number is 0800 100 900. Alternatively, you can visit the [UCAS website](https://www.ucas.com).

Grade Boundaries

Normal grading arrangements will continue for GCSEs and A levels in 2025. As usual, Ofqual are responsible for ensuring that the awarding organisations take a suitable approach to grading each of their qualifications. There are no set numbers of each grade available. You will be awarded a grade that reflects your performance.

It is important to remember that grade boundaries vary from year to year for each qualification. Grade boundaries vary to reflect the level of challenge of the papers taken that year. Ofqual are responsible for ensuring that these changes to grade boundaries are fair and that appropriate grading standards are set across all exam boards i.e. it is not easier or harder to get a grade from one year to the next.

A copy of all grade boundaries for all subjects will be included with your results along with a breakdown of your results per paper.

Ofqual have issued some information for candidates in their Ofqual Student Guide 2025 which can be found here: [Ofqual student guide to exams and assessments in 2025 - GOV.UK](https://www.gov.uk/government/publications/ofqual-student-guide-2025)

EXAMPLE



Joyce
Frankland
Academy
Newport
Established 1588 (Free Grammar School of Newport)



Candidate Statement of Results Summer 2024

Name: First Middle Surname

Date of Birth: DD/MM/YYYY

Candidate Number: XXXX

UCI: XXXXXXXXXXXXX

Name on Certificate: Legal name

ULN: XXXXXXXXXXX

Board	Level		Subject	Grade
AQA	GCSE	8035	Geography	5
AQA	GCSE	8464F	Combined Sci: Trilogy Option F	55
AQA	GCSE	8700	English Language	6
AQA	GCSE	8702	English Literature	5
EDEXL	GCSE	1AD0	Art, Craft & Design	3
EDEXL	GCSE	1GN0F	German Option F	3
EDEXL	GCSE	1MA1F	Mathematics Option F	5
EDEXL	GCSE	1PE0	Physical Education	4

WHAT TO DO IF YOU ARE UNHAPPY WITH YOUR RESULTS

1. Talk to your teacher

If together you decide that there may be a problem with the marking, there are a number of things that can be done but there may be a cost involved, so your parents need to sanction this.

2. Decide, with your teacher and your parents, what you want to happen

A review of your results may result in your marks or grade being changed.

IMPORTANT: marks and grades can go up OR down – you could end up with a lower mark or grade.

If the grade goes up or down there is unlikely to be a fee charged. However, this may depend on the awarding body's charging policy.

If the grade does not change then there is still a fee charged.

3. Look at the flowchart on Appendix 1 (page 9 of this booklet) to see which post results service suits you. Page 7 of this booklet explains what each service includes.

4. The candidate has to complete the online form. Use one of the QR codes here to access the form you need.

GCSE EXAMS



GCE EXAMS



5. Then Pay for the services you have requested using Parentmail.

6. Contact Mrs Bowen (Data & Exams Officer) and Mr Fitzgerald (Deputy Principal) if you are unsure about anything using the Email address postresults@joycefrankland.org. No other email address will be responded too.

POST RESULTS SERVICES EXPLAINED

Reviews of Results

Results are produced by Awarding Bodies. It is to be hoped that you are happy with those results. However, if you are not happy, the Awarding Body (Exam Board) provide the following services. Joyce Frankland Academy, Newport are responsible for processing your requests within agreed deadlines, provided that candidates have paid funds (where applicable) to enable this to happen.

1. Access to Script
2. Clerical Check
3. Review of Marking

Please refer to Appendix 2 (page 10) for costs of these services.

All Reviews of Marking (ROMs) should first be discussed with the relevant Head of Department and/or Subject Teacher who will advise on the viability of such a request. The online “GCE/GCSE Post-Results Form” should then be completed and signed. No request will be actioned unless payment has been made. Payment details are given on Appendix 2 (page 10 of this booklet).

In the Academy’s experience, it is unusual for marks to change by more than a marginal amount. It is important to note that marks and grades can go up or down. However, the Academy reviews the marks that you and others have achieved and will advise you if we feel the paper should be reviewed. If we are concerned about results received for a particular subject, Joyce Frankland Academy will request a review of marking of all those papers (with the consent of all candidates).

If your university place is pending, we recommend that you ask for a priority review of marking. Ordinarily, we do not recommend that you obtain a script first or a clerical check because there is rarely enough time. **The deadline for requesting a priority review is 21st August 2025.** Although scripts are mainly online now, there could be a technical delay and the scripts may not arrive in time for the priority review to be requested. The turnaround for a clerical check is 10 days but the deadline for requesting a priority review is only 7 days after results day.

If you do not have a university place pending you can still request for a review of marking, but there may be more time to get access to a script or a clerical check first. Access to scripts will be issued by 2nd September 2025.

Where reviews of marking for university places are more urgent in nature, most reviews are less urgent. Awarding bodies’ final deadline for all post-results services (A Level and GCSE) is 25th September 2025.

For the Academy to have sufficient time to action any requests, **Joyce Frankland Academy, Newport’s deadline is Monday 22nd September at 6pm**, thereby providing three working days to action requests.

Please see the next page for descriptions of the review of marking categories.

Review of Marking Categories undertaken by the Exam Board are as follows:

<p>3a. PRIORITY SERVICE Priority Review of Marking (A Level only)</p> <p>This service is as 3. Review of Marking. However, it is only if a GCE A-level candidate's place in higher education is dependent on the outcome.</p> <p>Any applications not meeting these criteria will be treated as normal Service 2 requests. The deadline for completion is within 15 calendar days of the awarding body receiving the request.</p> <p>IMPORTANT: MARKS CAN GO DOWN AS WELL AS UP - YOU COULD END UP WITH A LOWER MARK. REVIEWERS WILL NOT REMARK THE SCRIPT. THEY ONLY ACT TO CORRECT ANY ERRORS IDENTIFIED IN THE ORIGINAL MARKING.</p>
<p>1. ATS (Access to Script)</p> <p>A photocopy or the original of the student's script.</p>
<p>2. CLERICAL CHECK</p> <p>This service includes the following checks:</p> <p>A check of all clerical procedures which lead to a result being issued. Checks include: all parts of script have been marked; totalling of marks; recording of marks. You can request a copy of the checked script. The outcome is normally issued within 10 calendar days of application.</p>
<p>3. Review of Marking</p> <p>A check that the examiners have marked externally assessed components correctly. Changes to marks will only be made where there is an administrative or marking error but not where the original mark is reasonable. This is in line with Ofqual's review of marking guidance. Marking errors can occur as a result of: an admin error; a failure to apply the mark scheme where a task has a 'right' or 'wrong' answer; an unreasonable exercise of academic judgement. The checks will also include the clerical rechecks detailed in service 1. You can request a copy of the reviewed script. The outcome is normally issued within 20 calendar days of application.</p> <p>IMPORTANT: MARKS CAN GO DOWN AS WELL AS UP - YOU COULD END UP WITH A LOWER MARK. REVIEWERS WILL NOT REMARK THE SCRIPT. THEY ONLY ACT TO CORRECT ANY ERRORS IDENTIFIED IN THE ORIGINAL MARKING.</p>

Deadlines

	2. Clerical Check	3a. Priority Review of Marking	3. Review of marking	1. Priority Access to Scripts (review of results)	1. Access to Scripts (teaching and learning)
	DEADLINE	DEADLINE	DEADLINE	DEADLINE	DEADLINE
Joyce Frankland Academy	22/09/2025	21/08/2025 (A-Level)	22/09/2025	28/08/2025	22/09/2025
Exam Board	25/09/2025	21/08/2025 (A-Level)	25/09/2025	28/08/2025 (A-Level)	25/09/2025

CERTIFICATES

Certificates usually arrive in early November. Pupils can collect the certificates from Student Reception from Tuesday 25th November. If someone is collecting the certificates on a pupils' behalf, the pupil must inform the Exams Officer of this intention.

JCQ regulations state that schools should keep certificates for 12 months. If they remain uncollected they may be disposed of securely.

Awarding bodies do not issue replacement certificates for GCSE or GCE qualifications, instead they will issue a certified statement of results which can be used in place of an exam certificate. It is therefore recommended that you collect your certificates and take good care of them.



A folder to keep your certificates safe as pictured can be purchased from [Amazon](#)



AQA

City & Guilds

CCEA

Edexcel

OCR

SQA

WJEC

Produced on behalf of: AQA, CCEA, Edexcel, OCR and WJEC.

Notice to Centres

Unclaimed Certificates

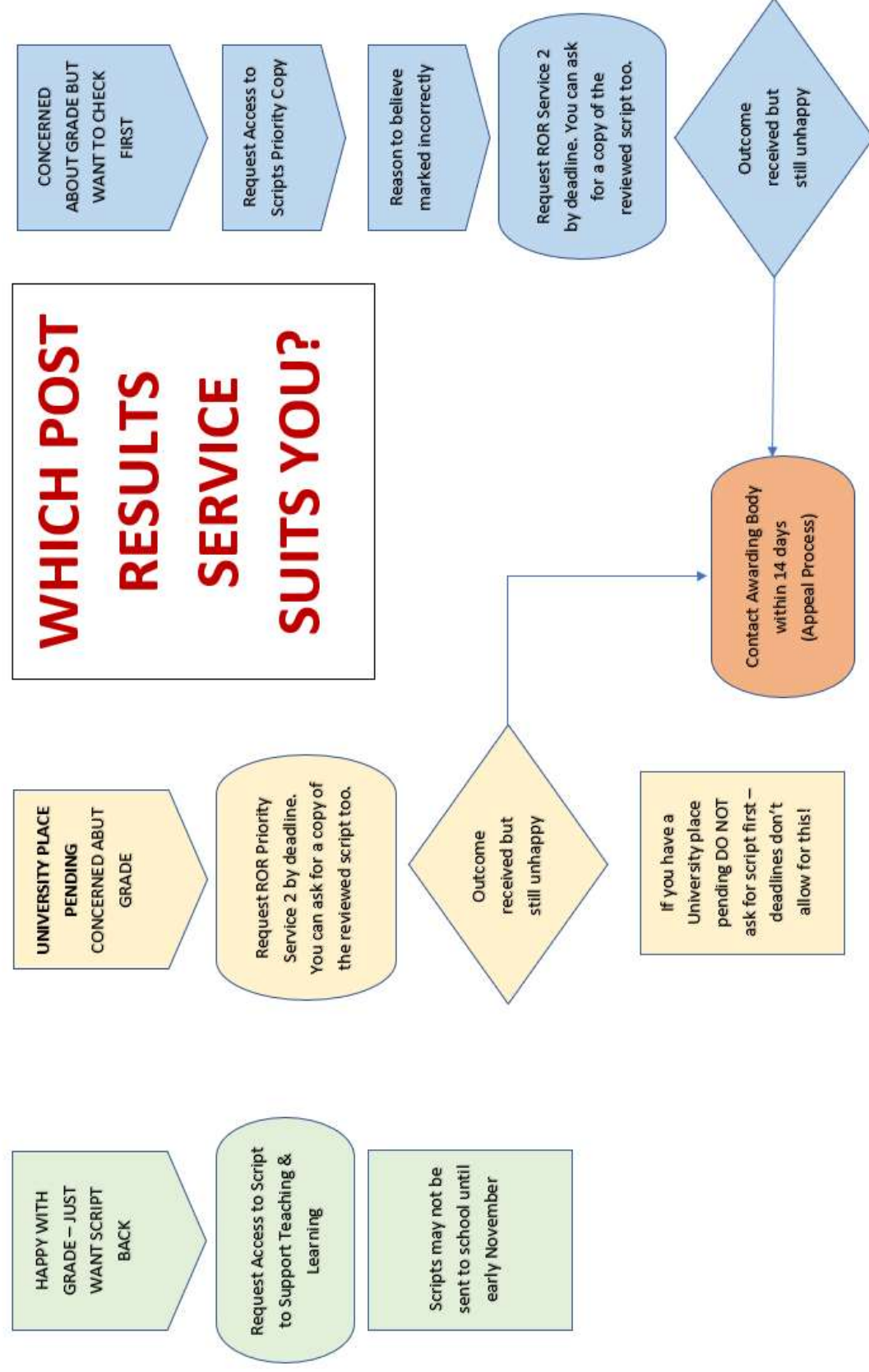
The Awarding Bodies have agreed to implement a standard procedure for dealing with unclaimed certificates.

Centres may destroy any unclaimed certificates by a secure method (for example by shredding or incineration) after holding them for a period of 12 months from the date of issue. A record of all certificates destroyed by a centre should be kept for a further period of four years from the date of their destruction.

Any queries concerning the destruction or secure disposal of unclaimed certificates should be directed to the awarding body that issued the certificates.

APPENDICES

appendix 1 – Which Post Results Service Suits You?



Appendix 2 – A-Level and GCSE Post Results Fees – Summer 2025

To request reviews you need to complete the Microsoft Form (see page 5 for QR codes), and pay for each paper using ParentMail. **NO REVIEWS WILL BE REQUESTED UNTIL THE FORM AND PAYMENT HAS BEEN RECEIVED.** It is the pupil responsibility to request the Post results service and the parent to make the relevant payment through Parentmail

A-LEVEL POST RESULTS FEES – SUMMER 2025

	Access to Scripts (ATSC)	Clerical Check of Marks (Service 1)	Priority Review of Marking (Service 2P)	Review of Marking (Service 2)	Review of marking with copy of Post Results Amended Script (Service 2a)
AQA	£0.00	£10.00	£61.50	£51.50	
EdExcel	£0.00	£14.50	£69.50	£58.50	£72.00
OCR	£0.00	£12.00	£82.00	£67.00	144.00

GCSE POST RESULTS FEES – SUMMER 2025

*These awarding bodies do not provide copies of reviewed scripts, they send an individual report detailing which questions were changed	Access to Scripts (ATSC)	Clerical Check of Marks (Service 1)	Priority Review of Marking (Service 2P)	Review of Marking (Service 2)	Review of marking with copy of Post Results Amended Script / Individual report (Service 2a)
AQA	£0.00	£10.00		£44.50	
EdExcel	£0.00	£14.50	£61.50	£51.50	£67.00
OCR	£0.00	£12.00		£67.00	£144.00
WJEC	£0.00	£11.50		£44.00	

NOTES

This image shows a single page of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page, typical of notebook or legal stationery. There are no margins, text, or other markings on the page.



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