



# Arrangements for examination results 2017

## AS Results

Students' results will be released at **10.30am** on **Thursday 17 August** in the Main Hall.

### Administration of students

Scenario	Staff
Student wishes to continue all three current subjects to A2	Mrs Abel
Student wishes to drop from 4 to 3 subjects, knowing which subject to drop	Mrs Abel Mrs Dines
Student wishes to drop from 4 to 3 subjects, but needs advice	Ms Banks
Student wishes to continue all 4 subjects to A2	Ms Banks
Student has scored below DDD	Ms Banks Mrs Pemberton

## A2 Results

- Students' results will be released at **8.30am** on Thursday 17 August.
- Students will be administered by staff in two cohorts – UCAS and non-UCAS.

### Administration of UCAS students

Scenario	Staff	Venue
Student has secured entry to university (either firm or insurance choice).	Mr Woods	Sixth Form Office
Student has secured entry to their insurance choice of university but does not want to accept the offer (i.e. may have to enter Clearing).	Mrs Clements	Maslow Library
Student has missed the entry threshold for both their firm or insurance choice of university (i.e. will have to enter Clearing).	Dr Robertson Mrs Clements	ARo office Maslow Library
Student is eligible for Adjustment.	Mrs Clements	Maslow Library
Student has secured entry to university but has now made other plans to enter employment or training.	Mr Woods	Sixth Form Office

### Administration of non-UCAS students

Scenario	Staff	Venue
Student has a firm offer of employment or an apprenticeship, and has met the eligibility requirements.	Mrs Dines	Forum
Student has a firm offer of employment or an apprenticeship, but has not met the eligibility requirements.	Mr Hawkings	Forum
Student has changed their mind about employment or an apprenticeship, and would like to make a first approach to university via Clearing.	Mrs Clements	Maslow Library
Student has no firm post-18 plans and needs careers guidance.	Mr Hawkings	Forum

## Clearing

- The Marie Curie IT Suite and S02 will be available for students who wish to search for vacancies in Clearing.
- Teaching rooms S03 through S07 will be made available as quiet spaces for students to make telephone calls to individual universities to enquire about course availability.
- Dr Robertson and Mrs Clements will advise students who have missed the terms of their offers but still wish to go to university.

## Enquiries About Results (EAR) Service

Where a student wishes to challenge an examination grade, they can use the Enquiries About Results (EAR) service. This gives students two options:

### Option 1 – Priority copy of script

Students can request to see a copy of their script to see whether it is worth challenging. There is only a 7-day window in which to do this from A Level Results Day, as the deadline for the **Priority Service** is **Thursday 24 August**. This is usually a student's preferred option, but **the input of a member of staff is vital** in judging whether the student has a strong case for review. The school needs the candidate's written consent to use this service.

### Option 2 – Review of marking

Students can request a review of marking using the **Priority Service** until **Thursday 24 August** (recommended for university applicants), or using the **non-Priority Service** until **Thursday 21 September**. Students may still request to see the original script once a paper has been reviewed, but **there is no possibility of a further review or a change in grade after this point**.

- All requests for reviews of marking must be made with the input of a member of staff and via the Examinations Officer, Mrs Johnson.

### Subject staff available for consultation on A Level Results Day and in the days thereafter

Mrs Clements	Miss Greene	Mr Stuart
Mrs Dickens	Miss Mackintosh	Mr Vano
Miss Dixon	Ms Porter	Mr Woods
Miss Godfrey	Mrs Seal	

### Dr Robertson or a member of the Sixth Form Leadership Team will be available for consultation at the following times:

Thurs 17 Aug	8am – 4pm
Fri 18 Aug	8am – 4pm
Mon 21 Aug	9am – 1pm
Tues 22 Aug	9am – 1pm

If in doubt, students should refer to:

EITHER Dr Robertson ([alickr@sweynepark.com](mailto:alickr@sweynepark.com)) or Mrs Clements ([jennyh@sweynepark.com](mailto:jennyh@sweynepark.com)) (UCAS),  
OR Mr Hawkings ([edh@sweynepark.com](mailto:edh@sweynepark.com)) (non-UCAS).

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