



DUNBAR GRAMMAR SCHOOL

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Headteacher
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C Slowther

Depute Headteacher
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Acting Depute Headteacher
M Scott

21st June 2017

Dear Parent/Carer,

SQA Results and Post-Results Service

As you will be aware, this year's SQA examination results will be sent to your son or daughter on Tuesday, August 8th. These results will arrive by first class post, and by text or e-mail if your child has registered for this service through "My SQA".

There is no longer an appeals process. In its place, SQA has introduced two new services.

The **Exceptional Circumstances Consideration Service** has been operating throughout the examination period. Students who were unable to sit an exam, for very good reason, such as a family bereavement or serious illness, or whose performance may have been badly affected by similar circumstances, will have been put forward for Exceptional Circumstances Consideration. In such cases, the school will have forwarded alternative evidence - a sample of the student's work - to support their request for a qualification to be awarded. The award granted, however, may not be the same as that estimated by the school.

The **Post-Results Service** has replaced the former Appeals Process. Where a candidate's grade is significantly different from that expected, based on the evidence the school holds about the candidate's performance throughout the course, a school may request a clerical check and/or an SQA marking review.

- A clerical check is a check that all questions have been marked and all marks totalled correctly.
- A marking review is where an SQA senior examiner will review the marks awarded to each question to ensure that the original marking was in line with national standards: the work will not be re-marked. The decision to ask for a marking review rests solely with the school, and no alternative evidence will be sent to the SQA. The only evidence checked is the candidate's 2017 examination script.

As a result of a clerical check and/or marking review, the candidate's grade may stay the same or be amended **up or down**. As a result this service can only be accessed if the **candidate has provided written permission**. It is important to remember that the only evidence checked is the candidate's 2017 examination script. The school will not be able to submit to the SQA alternative evidence like course work or Prelim examination evidence to support their request for a review. Decisions about the grade awarded will be made solely on the candidate's performance in the SQA examination.

The SQA has recognised that this new service is a marked departure from previous practice and so has put in place extra checks in respect of the quality of each marker's assessment and the accuracy of total marks awarded. This has been done to ensure that final results are as accurate as possible.

Schools will only submit a request if it holds clear and compelling evidence that there is a reasonable possibility that an error may have occurred with the marking or totalling of marks in a candidate's script.

That is, the candidate's final grade is markedly at odds with the totality of assessment evidence gathered during the year and out of line with the performance of other candidates with similar profiles.

The ultimate decision as to whether a request is submitted resides with the Head Teacher.

Following SQA Guidance request for a clerical check and/or marking review **cannot be submitted** if:

- The candidate's final award is in line with the estimate previously submitted to SQA
- The final award is within the same grade as that predicted by the assessment evidence
- The candidate's performance has shown inconsistencies during the year such that the final award falls within the range of performance evidenced
- The candidate's original estimate is found to be overly optimistic in light of the actual performance of the cohort in the Course Assessment

Should you have any questions about your child's results, you should contact Mr. Offer, Depute Head Teacher by Thursday 17th August 2017. If the school decides to make a Post Results Service request for your child, you will be advised as to the steps that need to be taken.

Yours sincerely

Ed Offer
Depute Headteacher