



Mrs Lauren Rodger MA Hons
HEAD TEACHER

NORTH BERWICK HIGH SCHOOL
Grange Road
North Berwick
East Lothian
EH39 4QS
Tel 01620 894661
Fax 01620 895495
Email: northberwick.hs@
northberwickhigh.elcschool.org.uk

30 June 2015

Dear Parent/Carer,

As you will be aware, this year's SQA examination results will be sent to your child on Tuesday, August 4th. 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. Pupils who were unable to sit an exam, for very good reason, such as a family bereavement or evidence of 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 pupil'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. The clear expectation, before such a request is submitted, is that there will be compelling evidence from all aspects of assessment carried out by the school including class tests, unit tests, coursework and prelims. **All requests must be made by 26th August. The candidate must, however, give permission for this in writing.**
 - 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 2015 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. The school will **not** be able to submit alternative or additional 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 service is a departure from previous practice and so have put in place extra checks in respect of the quality of each marker's assessment and the accuracy of total marks awarded. This takes place before results are released to candidates and is in place to ensure that final results are as accurate as possible.

Should you have any questions about your child's results, you should contact Mrs Michelle Moore, Depute Head Teacher, in the first instance. Senior staff will be in school on results' day and Mrs Moore will be available for 15 minute appointments on Thursday 13th August, if required. Appointments can be made by calling the school office on 01620 894661, after receipt of results.

Kind regards
Michelle Moore

Depute Head Teacher
SQA Coordinator