



Aberdeenshire
COUNCIL



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Dear Parent/Carer

Following the publication of the 2019 SQA results, and further to a results enquiry from you, your child or your child's teacher, below you will find the relevant details for the SQA Post Results Service, and the options which may be available to us as a school.

The Post-Results Service (PRS) is the current alternative to the traditional appeals process, and may be used by schools where a pupil's grade is significantly different from that expected. Based on the evidence the school holds about the pupil's performance throughout the course, and the estimate previously provided to the SQA we 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 (in 2018 Nationally, only one clerical check request resulted in an upgraded award).

A **marking review** is where an SQA examiner will review the marks awarded to each question to ensure that the original marking is in line with national standards. (In 2018 only 1 in every 7 marking reviews resulted in an upgraded award).

Please note:

- the decision to ask for a review rests solely with the school.
- as a result of a clerical check and/or marking review, the pupil's grade may stay the same or be amended up **or down**.
- **The pupil must give permission for a PRS request in writing.**

Following a PRS request, decisions by the SQA about the grade awarded are made solely on the pupil's performance in the SQA examination. We cannot provide any additional evidence.

If your child wishes us to explore the PRS for one or more of their results they should complete the relevant sections of the attached form for each subject and discuss their result with the relevant department/teachers at the earliest possible opportunity. Leavers may provide consent for this process to begin by email. A decision will then be made on whether it is appropriate to submit a PRS request for your son/daughter. I will get back in touch with you following this to advise you of the next steps.

Yours sincerely

Struan Gardner
Depute Head Teacher



Post Results Service Enquiry Form

SQA Exam Diet 2019

Following discussions with the SQA Coordinator, your teacher or your PTG, please complete this form for each subject as appropriate.

Pupils to complete this section

Pupil Name	Candidate Number (SCN)
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Subject you wish the school to consider for a PRS enquiry	Level (N5/H/AH)	Result
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If this result is related to a conditional university or college offer tick this box and provide accurate details of the Higher Education Institution and course below	Urgent (✓)
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Pupil declaration: I understand that it is the schools decision as to whether a post results service request is made, I give my consent for this request to be made and I understand that the grade I am awarded may go up, stay the same or go down.

Pupil Signature _____ Date _____

Subject Teacher / PTG to complete this section

Estimate (band) Submitted for the above candidate and subject	
Number of marks short of the next grade boundary	
Number of marks risked (to the lower grade boundary)	

Teacher declaration: In my professional judgement, the candidate's certificated grade is markedly at odds with the totality of assessment evidence gathered during the course, and that it is out of line with the performance of other candidates with similar profiles. I have reviewed the estimates for all pupils in the cohort and am confident that the above estimate was realistic.

Teacher Signature _____ Date _____

Principal Teachers Signature _____ Date _____

SQA Coordinator to complete this section

P	T	CC £10.00	MR £29.75	UMR £39.75	Submitted	Approved	F'back	Result	Chargeable
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