

Bishop Luffa School

Westgate Chichester West Sussex PO19 3HP

A CHURCH OF ENGLAND SCHOOL

Chichester Diocesan Board of Education

A charitable company limited by guarantee

☐ 01243 787741 📠 01243 531807

Head: Mr Austen Hindman

www.bishopluffa.org.uk

registered number 8749379

8 July 2024

To A-Level & AS Students,

Arrangements for Exam Results Days 2024 **Thursday 15 August: A-Level and AS Results**

Results Collection

0800-0830: Early results available in the Sports Hall for students potentially requiring extra support for University places. You are advised to check your UCAS application by signing into your UCAS Hub* from 8am onwards and then come to H5 if you are unplaced or need any further support from the Sixth Form team.

0830-1000: Results available in the Sports Hall for all other students

**You'll need the Personal ID given in your welcome e-mail along with the password you used when applying. It's really important to keep your contact details up to date on your Hub to make sure you don't miss any notifications*

What happens next?

Advice will be available in **H5** to any student wishing to discuss their results, where Sixth Form staff and tutors will be on hand to help. Make sure you're prepared before the big day by following this advice and guidance from UCAS:

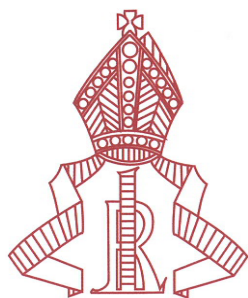
<https://www.ucas.com/undergraduate/results-confirmation-and-clearing/ucas-undergraduate-results>

What happens if you are not able to come to school on Results Day?

If you are unable to collect your results you can nominate someone to collect them on your behalf. This permission must be in writing and you should contact the exams office giving that person permission to collect them. Please email haywoodv@bishopluffa.org.uk to give your authorisation to a third party.

Results can also be emailed to your chosen email address if you are on holiday. Please email me to request this service.

Results will not be given by telephone and cannot be given to anyone else without the candidate's permission.



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What happens if results are not collected?

All results envelopes not collected by 1100 on 15 August will be posted home.

Post-Results Services (EAR Enquiry About Results)

If you feel an exam result may need explaining and want to check the grade boundaries, you can do so with me in the **Admin Office** (opposite H5).

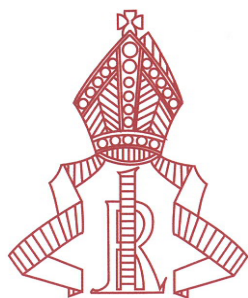
Senior members of staff will be available for you to discuss your results and help you decide whether a post-results service is in your best interest, as your final grade can go down as well as up. Ultimately the school is required to support your request for an EAR. If an agreement cannot be reached and the school does not support your request for an EAR, you have the opportunity to appeal this decision, and information will be given to you about the process to follow.

Post Results services available:

- If you have a university place pending, we advise that you request a **Priority Review of Marking**
- If you don't have a University place pending, you can request a:
 1. Priority copy of the marked paper to decide if you want a clerical re-check or review of marking
 2. Clerical re-check
 3. Review of marking

You will need to complete a service request form and make payment for the post-results service at the same time. Fees for the post-results services are returned to you if the review results in an overall improvement in your grade. If you decide *after* Results Day that you would like to start a post-results service, please email me with your request.

Please see the attached document '**A-Level & AS Post-Results Services and Fees 2024**' for further information.



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GCSE Results Day: Thursday 22 August

If you have a GCSE result to collect these are available from 0900 in the Sports Hall.
Alternatively these results can be emailed to you.

If you need any further information or have any questions please email as appropriate:

Sixth Form: Mr Saunders

saundersj@bishopluffa.org.uk

Exams Officer: Mrs Haywood

haywoodv@bishopluffa.org.uk

Yours sincerely,

Mrs Victoria Haywood
Examinations & Assessment Officer
Bishop Luffa School