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ABERDEEN CITY COUNCIL

10 June 2014

To parent/carers

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Dear Parent/Carer

As you will be aware, this year's SQA examination results will be sent to your child on Tuesday, August 5. These results will arrive by first class post, and by text or by e-mail if your child has registered for this service through "My SQA". The closing date for signing-up to this service is Tuesday 8 July.

There is no longer an appeals process. In its place, SQA is introducing 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 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** will replace 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 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

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alternative evidence will be sent to the SQA. The only evidence checked is the candidate's 2014 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. This process is significantly different in that the only evidence checked is the candidate's 2014 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 have 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.

Should you have any questions about your child's results, you should contact your child's school in the first instance. 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



Gayle Gorman
Director