

RESULTS, POST RESULTS SERVICES & CERTIFICATES SUMMER 2026



Information for students

Results Days

Summer 2026 Results Days	
A LEVEL (GCE A and AS levels) and other Level 3 qualifications	Thursday 14 August 2025
GCSE and other Level 1 and 2 qualifications	Thursday 20 August 2025

Information about the arrangements for results days has been sent to families and candidates. Students are invited to collect their results between 9:00am-11:00am on results days. Students requiring alternative arrangements should contact the exams office in advance exams@fullbrook.surrey.sch.uk.

Certificates

The results that students receive on results days are provisional results. The only proof of final grades are certificates and these are legal documents. It is these certificates that further education and potential employers will request to see as confirmation of qualification grades.

Certificates for Summer 2026 examinations will be sent by exam boards to Fullbrook in November and once these have been checked and verified, they will be available for collection as outlined below. Further information regarding collection periods for certificates will be published on the exams page of the website nearer the time <http://www.fullbrook.surrey.sch.uk/exams/>.

Summer 2026 Certificate Collection Periods	
F6 Students (on roll in Sep 2026)	16 – 20 November 2026 Collection from F6 Student Support Office
Ex- Students and Private Candidates	1 – 11 December 2026 Collection by appointment only Appointment booking system will open in November – a link will be added to our website www.fullbrook.surrey.sch.uk/exams/ (Collection times Monday – Friday between 08:30am – 12:30pm and 1:30pm – 3:45pm)

Please note that Fullbrook are only required to retain certificates for a period of 12 months, after which point they may be securely destroyed. We would like to make you aware that Fullbrook do not keep copies of certificates and some exam boards do not offer a replacement service and in such circumstances will only be able to issue a certifying statement of results. The exam boards also charge fees for these replacement services.

Enquiries about Results and Reviews of Marking

Post results services are available for the Summer 2026 exam series, including Clerical Re-checks, Reviews of Marking and Access to Scripts. Fees are payable at the time of request for all services and requests will not be processed without payment being received. Requests must be made in writing by completing the appropriate form and submitted by the published Fullbrook deadlines.

The student's signature (not parent/carer) is required (confirming consent for the review) for all review of results services as marks/grades can remain the same, go up or down. Any change in marks/grades cannot be reinstated and the reviewed mark/grade must stand. The component fee will be refunded if the overall subject grade increases. The outcome will go directly to the Exams Office who will notify the student by email within one week of the receipt of outcome from the exam board.

Before requesting a review of results, students should read the information below and consult with their teacher or the head of faculty for the subject so they may make an informed decision about whether to request a review. We also recommend requesting a copy of the script (exam paper) and using this to inform decisions about whether to proceed to a review of marking.

Clerical re-check (Service 1)

- This service will include the following checks;
 - That all parts of the script have been marked;
 - The totalling of the marks;
 - The recording of the marks.
- Exam Boards will complete within 10 calendar days of receiving the request from Fullbrook.

Review of Marking (Service 2)

This is also available as a 'Priority Service*' for A-level students where a university place is pending.

- This is a post-results review of the original marking to ensure that the mark scheme has been applied correctly.
- Reviewers **will not** re-mark the script (exam paper). They will only act to correct any errors identified in the original marking.
- A marking error can occur because of:
 - An administrative error;
 - A failure to apply the mark scheme where a task has only a 'right' or 'wrong' answer;
 - An unreasonable exercise of academic judgement.
- This service will include;
 - The clerical re-checks as detailed in Service 1;
 - A review of marking as described above.
- Exam Boards will complete reviews of marking in the timeframe below;
 - Priority Reviews within 15 calendar days of receiving the request from Fullbrook
 - Non-priority Reviews within 20 calendar days of receiving the request from Fullbrook

*Important information for priority reviews: This service is only available for A-level students. Students are strongly advised to inform their university or college choices that a review of results has been requested. By informing them, they may be able to keep your place open until the review has been completed.

Reviews of moderation (for NEA/coursework) are not available to individual students. Heads of Faculty may choose to submit a whole cohort for a review of moderation and in this case, although marks may be lowered, the overall published subject grade will not be lowered in the current series. Due to this, written candidate consent is not required for a review of moderation. A lowered mark can however be carried forward to future certification (for example; where students are mid-way through a course for a unitised qualification).

The JCQ appeals process is only available following the outcome of a review of results and further information will be issued when Fullbrook email the review outcome to the student.

<https://www.jcq.org.uk/exams-office/appeals>

Internal Appeals Procedure and Policy

All requests for reviews must be submitted (and thus supported) by Fullbrook. We may recommend that a review (or subsequent appeal) is not in the best interest of the student, for example; where marks are too close to lower grade boundaries. In the event of Fullbrook and the student, or their parent/carer not being in agreement as to whether a review should be submitted, the Fullbrook Internal Appeals Procedure should be followed. This can be viewed within our Exams Policy (Appendix 6, page 64), available on the exams page of the website

<https://www.fullbrook.surrey.sch.uk/exams/>.

Access to Scripts (ATS)

Fullbrook would like to use your exam scripts as part of teaching and learning and a consent form is enclosed with results. We would be grateful if students can complete the form after collecting their results and hand these forms in before leaving. Students can choose to have their name and candidate exam number removed from their scripts when teachers use them as examples.

Students may also choose to order a copy of their exam script(s) by completing the relevant form (fees payable per subject). The exam paper will be sent via email. Priority services are available where scripts are being requested to aid decisions about reviews of marking.

Deadlines and Process

All requests must be made by the student (not the parent/carer) by completing the relevant form and submitting to the exams office. All requests should be sent from an email address that recognisably belongs to the student. Please email requests and completed forms to exams@fullbrook.surrey.sch.uk. All requests must be received by the published deadlines below. Requests received after the deadline will not be accepted.

Review Service	Deadline
Review of Marking - Priority Service 2P Only available for A-Level*	Wednesday 19 August 2026
Review of Marking - Non-priority Service	Friday 17 September 2026
Clerical Re-check – Service I	Friday 17 September 2026
Access to Scripts (ATS) – Standard Service	Friday 17 September 2026
Access to Scripts (ATS) – A-Level Priority Service	Tuesday 18 August 2026
Access to Scripts (ATS) – GCSE Priority Service	Tuesday 01 September 2026

Fees

All fees must be paid at the time of request and in advance of Fullbrook submitting requests for reviews or copies of scripts to the exam board. Payment can be made by cash or bank transfer (BACS).

All BACS payments must have the following reference so they can be identified:
 EXAMS your CANDIDATE NUMBER and your LASTNAME (or as much of your last name as the character limit allows). (Example: EXAMS1234SEDDON)

Sort code: 30-93-74 Account number: 15548762 Account name: Fullbrook School / Learning Partners

No student will be penalised due to inability to pay and, should this difficulty arise, please do not hesitate to contact the exams office in confidence (exams@fullbrook.surrey.sch.uk).

Fees – Summer 2026			
Access to Scripts (ATS) <u>Fees are per subject</u>		A Level AS, FSMQ, Level 3	GCSE Level 1 and 2
Administrative Fee per subject AQA / Pearson Edexcel / OCR / WJEC Eduqas		£5.00 (per subject)	£5.00 (per subject)
Reviews of Marking and Clerical Re-checks <u>Fees are per paper/component</u>		A Level AS, FSMQ, Level 3	GCSE Level 1 and 2
<u>AQA</u>			
Service 1 – Clerical Re-check	Priority* Non-priority (PDF copy of reviewed script included in fee)	£9.70	£9.70
Service 2 – Review of Marking		£61.70*	n/a
		£51.95	£44.85
<u>Pearson Edexcel</u>			
Service 1 – Clerical Re-check	Priority* Non-priority Additional fee for scripts after a review of marking	£14.00	£14.00
Service 2 – Review of Marking		£68.00*	n/a
		£57.00	£50.00
		£15.00	£15.00
<u>OCR</u>			
Service 1 – Clerical Re-check	Priority* Non-priority	£12.00	£11.50
Service 2 – Review of Marking		£83.50*	n/a
		£67.75	£67.75
<u>WJEC Eduqas</u>			
Service 1 – Clerical Re-check	Priority* Non-priority	£11.00	£11.00
Service 2 – Review of Marking		£60.00*	n/a
		£51.00	£45.00
<u>Access to Scripts (ATS) fees are per subject</u>			
<u>Review & Clerical Re-check fees are per exam paper/component</u>			
*Priority Service Reviews are only available for A-Level			