

Year 13 Exam Results – Summer 2025

16/06/2025

Dear Year 13 Students and Parents,

The results for this year's A-Level/Vocational qualification will be available for collection in our main hall on:

Thursday 14 August 2025
09:00am-10:00am

We ask that Parents/Carers do not accompany the students into the hall when collecting their results and wait outside the school grounds. If a student will be unavailable to collect results due to holidays or work, and would like obtain the results by Email, then the student needs to follow the process below before **Friday 18th July 2025**:

- Email the exams officer at exams@latonbridge.org.uk using student's own email address (results belong to the candidate so can only be released to them) and state that you would like your results emailed to you.
- The exams officer will email with a statement to confirm the email address is correct and that it is your own personal email.
- You will need to reply to confirm the statement is correct.
- The exams officer will email out results after midday on results day.

Enquiry About Results Service:

If you are unhappy with your results there are a number of reviews of results services that we can request on your behalf. These are:

Service	What happens?
Service 1: Clerical re-check	The adding up of marks is checked.
Service 2: Review of marking	The exam paper is checked to make sure it was marked correctly according to the mark scheme. Marks are changed if the new examiner feels there has been a clear marking error.
Access to script (original)	You get your original exam paper back.
Access to script (copy)	You get a copy of your original exam paper
Priority Service 2: Priority Review of marking (this will be used if higher education placement is dependent on this)	The exam paper is checked very quickly to make sure it was marked correctly according to the mark scheme. Marks are changed if the new examiner feels there has been a clear marking error.
Priority Service 2: Priority Access to script (copy)	You get a copy of your exam paper back quickly so you can decide whether to apply for a review of marking.

Students can approach the school leadership team regarding the possibility of checking grade boundaries. Any student who feels that one or more of their exams has been marked incorrectly can request a service called **Review of Marking (RoM)**. While this is **NOT** a remark, it is a clerical check of the marking process to identify errors in the original marking using the awarding body mark schemes. As a general guide, requesting a review of marking is not recommended if the mark is more than three marks from a grade boundary.

A request for a review of results can only be made by the school and comes at a fee. Payment for this service will be required before the request is submitted to the awarding body. (It is suggested that you do not close down your ParentPay account after results day).

Leigh Academy Tonbridge will support the review if it feels there is a good chance that the grade will improve. **Following a review of results grades can go up, down or stay the same.** Candidates must give their written consent for a review of results to be made. Fee information and consent forms will be available on results collection day. Senior members of staff will be available on results day to discuss your concerns.

Exam Certificates:

The certificate will arrive in November 2025, we will announce the date and time to distribute the certificates nearer the time. Please check the school website in due course.

Please fill out the following google form [here](#) , we will send you a reminder nearer the time. Please note any unclaimed certificates will be stored securely for 12 months then destroyed confidentially. There's a fee of around £50.00 to request a replacement of the lost certificate.

Kind Regards,
Mrs Y Wang
Exams Officer