

20th August 2026

Dear Class of 2026 Student

The Grade Appeal Process

Firstly, I would like to congratulate you on the grades you have achieved, and I hope they allow you to pursue your chosen path for the future.

For most of you, the grades you have received in all your subjects will be in line with what you expected and what you worked towards. However, **for some of you the grade you have received in one or more of your subjects may be significantly lower than you and your teacher expected.**

If this is the case the following options may apply;

1. Your teachers will look at the breakdown of marks and if you are close enough to the grade 4 or grade 7 boundary, your teacher may recommend a remark. **In this case Mr David will contact you** to authorise a review of marking and the school will pay for this.
2. You feel you should have received a higher grade in one or more subjects and that your intended future steps are hindered. In this case you will be charged for the review of marking and will have to pay (as an estimation) between £40 and £100 **before** Mr David informs the exam board about your request. I recommend that you speak to your teacher or the Head of Department about your results breakdown before following this route, as grades may be marked down as well as up. If the grade is amended, your money will be refunded by the exam board.

If you authorise a grade appeal there are **three possible outcomes** you should be aware of:

1. Your original grade is **lowered**, so your final grade will be lower than the original grade you received.
2. Your original grade is **confirmed**, so there is no change to your grade.
3. Your original grade is **raised**, so your final grade will be higher than the original grade you received.

If you wish to pursue an appeal, please send an authorisation email through your official school email address, to Mr David (j david@carringtonschool.org) and Mr Lockhart (m lockhart@carringtonschool.org). In the email include your name, state that you are authorising a marking review and state which subject you are authorising this for.

Finally, I would like to congratulate you on your results, attitude and application through the challenge of Year 10 and 11 and to thank you on behalf of all your teachers, Mr David and myself for the maturity, dedication and politeness you have shown towards all the staff involved in the GCSE grading process.

Yours faithfully



Mr M Lockhart
Deputy Headteacher

