

HEALING
SCHOOL



A Science Academy

Healing School – A Science Academy

Internal Examinations Appeals Policy

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Internal Examinations Appeals Policy

The school has a designated an appropriately trained Examinations Officer who manages the administration of all external and internal examinations in accordance and full compliance with all regulations and procedures for examination centres.

If a pupil or parent wishes to appeal against any aspect relating to examinations at this centre, they are required to do so, in writing, giving full details of the nature of their appeal. All appeals will be responded to in the first instance by the appointed Examinations Officer for the Centre.

The School reserves the right to select the most appropriate level/tier of entry for each pupil in order to ensure the pupil is entered at a level/tier that will offer them the best possible outcome in terms of GCSE (or equivalent) grade. Where an appeal relating to a request to change a level of entry for a pupil is upheld, and where there is a cost involved with changing that pupil's level of entry with the examination board, the cost of this change will be charged to the parent. If the parent is not willing to pay this cost, then the level will not be changed (unless in exceptional circumstances).

For all other examination related appeals, each case will be taken on its own merit.