

Non-Examination Assessment (NEA) Deadlines

Review of Marking Process

Student guidance

Under the JCQ guidance, schools are required to provide an opportunity for students to request an internal review of marking of NEAs should they want it. This document sets out the process, should requests arise.

You **must** have a clear rationale for requesting a review that must be referenced against the mark scheme for the NEA in question. Where students have actively engaged with the process of the NEA, including being familiar with the marking criteria, very few if any students should be surprised by the marks they are awarded.

If, once marks for NEA have been issued by teachers, you believe there is a discrepancy in the application of the mark scheme, the process is:

1. Discuss concerns informally with your teacher. Hopefully any confusion can be cleared up through doing this.
2. Should this not address your concerns, you can request for the work to be reviewed by an impartial member of staff, i.e. a teacher who has not been part of the marking or moderation process in the first instance. As is the case with reviews of marking by external exam boards, there is a cost associated with the process, details of which are set out below.

It is important to appreciate that marks can go down, stay the same or increase following this process, with the *review mark* being the mark that ultimately stands even if it is lower. As the review is of the application of the mark scheme, a review mark would have to be out of tolerance to effect any change in mark.

Subjects affected by this:

- Art (GCSE and A Level)
- Computer Science (A Level)
- Criminology
- DT (GCSE and A Level)
- Engineering (GCSE)
- English Language (A Level)
- English Literature (A Level)
- EPQ
- Geography (A Level)
- History (A Level)
- Music (GCSE)
- PE (GCSE and A Level)
- Science (A Level)

What is the Appeal process?

A worked example for a subject with a **final deadline of 14 May 2026** for marks to be submitted to the awarding body is set out below. **Please check the table below carefully for dates relevant to your subjects.**

- Latest date for results to be issued to students: **21 April 2026**.
- Deadline to submit a review request. is **28 April 2026**. If a student wishes to submit a review request it must be sent to the Exams Officer.
- A review request form (available from the Exams Office) must be completed and submitted with the **£40** payment (payable via Parentmail) which is refundable if the mark increases.
- Marking reviews will be conducted by a member of staff who did not mark or moderate the work in the first instance. The final outcome of the review will be issued to the student by **12 May** at the latest.

This is only an example, the exact dates for each subject are listed below:

Subject	Work Submission Deadline	Final Marks issued to Students	Deadline for Student to Request Review of Marks	Review Outcome issued to Student
Art (GCSE)	8 May	12 May	19 May	27 May
Art (A Level)	8 May	12 May	19 May	27 May
Computer Science (A Level)	23 Feb	21 April	28 April	11 May
Criminology (Online Assessment)	Completed Dec 25	21 April	28 April	11 May
DT (GCSE & A Level)	13 March	31 March	21 April	1 May
Engineering (GCSE)	13 March	31 March	21 April	1 May
English Language (A Level)	23 Feb	21 April	28 April	11 May
English Literature (A Level)	23 March	21 April	28 April	11 May
EPQ	27 March	29 April	6 May	12 May
Geography (A Level)	2 March	21 April	28 April	11 May
History (A Level)	27 Feb	21 April	28 April	5 May
Music (GCSE)	20 March	30 March	24 April	1 May
Music (A Level)	1 May	N/A	N/A	N/A
PE (GCSE)	27 Feb	7 Mar	14 Mar	28 Mar
PE (A Level)	27 Feb	24 Mar	21 April	1 May

Marks may change following moderation by awarding bodies – these cannot be changed by school.

For more information regarding the Appeals Process please refer to the SGS Internal Appeals Policy which also contains the Internal Appeals Form.