

May 2026

Dear Parents and Carers

Re: Important Information About Exam Results and Appeals

As you know, **Monkseaton High School will close on 31 August 2026**. We want to reassure families that this **will not affect students' rights** to request exam reviews, access scripts, or submit appeals after results are published.

To make sure these processes continue smoothly, special arrangements have been put in place.

What are post-results services?

After exam results are issued, students may be able to:

- Ask for a **review of marking**
- Request **access to their exam scripts**
- Submit an **appeal** (in certain circumstances)

These services are offered by exam boards and must be requested **by a registered exam centre** within strict deadlines.

What will change after the school closes?

This summer, **Monkseaton High School will no longer be able to process exam-related requests.**

This means:

- Requests will **not** be handled by staff at Monkseaton High School
- For the exam boards **AQA, OCR, CIE** and **Pearson Edexcel**, parents and students will **not** contact exam boards directly. Instead, another local school will manage this process on our behalf. All the details you require are in the rest of this letter.
- For the exam board WJEC (Year 11 Hospitality only), parents and students will contact the exam board directly

Who will handle post-results requests?

Post-results services for **AQA, OCR, CIE** and **Pearson Edexcel** for former students of **Monkseaton High School** will be handled by:

Marden High School**Named contact:** Susan Lively**Role:** Exams Officer**Email:** s.lively@mardenhigh.net**Telephone:** 0191 270 3216

The Exams Officer at Marden High School has been formally authorised to act on behalf of the former school for post-results services only.

What parents and students need to do

If you wish to:

- Request a review of marking
- Access exam scripts
- Ask about appeals

You must contact **Marden High School** using the details above.

Please note:

- Exam board deadlines still apply
- Requests made after deadlines **cannot be accepted**
- Fees may apply for some services

The delegated Exams Officer will guide you through the process.

What will not change

- Exam results remain valid and unaffected
- Students' rights to post-results services are protected
- Exam boards will recognise requests made through the delegated school
- Certificates will still be issued by the exam boards

Please do not:

- Contact **AQA, OCR, CIE** and **Pearson Edexcel** exam boards directly
- Contact former staff at Monkseaton High School after closure
- Delay making a request once results are published

This helps ensure requests are processed correctly and on time.

If you are unsure what to do

If you are uncertain whether a post-results service is appropriate, contact **Marden High School** as soon as possible after results day. They will be happy to advise you.

Certificates

Official GCSE and A-level certificates are sent by exam boards to schools and colleges approximately three months after results day, usually arriving in early November for summer exams. As Monkseaton High School will be closed by November, certificates are instead being sent to the following member of staff at North Tyneside Council:

Mr Richard Kielty
Senior School Improvement Officer Education
North Tyneside
Floor 3 Quadrant West
Cobalt Business Park
The Silverlink North
North Tyneside
NE27 0BY

Richard.Kielty@northtyneside.gov.uk

Our understanding is the North Tyneside Council will contact students when certificates are available for collection. Please use the email address above if you have not heard anything by the end of November.

A final word

We understand that exam results are an anxious time for families. These arrangements have been carefully put in place to ensure that students continue to receive the same support and access to services as they would if the school were still open. If you have any concerns or queries, please do not hesitate to contact office@monkseaton.org.uk

Thank you for your understanding,



Kathryn Furness
Deputy Headteacher