



SQA Post-Certification Review Timeline August 2020

Please note that Post-Certification Review can only be used if the school determines that the estimate evidence it holds supports a higher grade than that awarded to a pupil by the SQA.

Hamilton Grammar

Date	Event	What happens then?	What Happens next?
Tuesday 4 August	Pupils receive certificates by post and text message.	School reviews results. DO NOT CONTACT SCHOOL REGARDING RESULTS UNTIL TUESDAY 11 AUGUST. Former S6 or S5 pupils should contact the Faculty Head/Principal Teacher subject (preferably via email) AFTER 2PM on TUESDAY 11 AUGUST.	Faculty Heads/ PT subject review departmental results and consider individual cases for SQA Results Services.
Week Beginning Monday 10 August	Recursing: Contact your Pupil Support Teacher via email indicating the change to your timetable you would like to make and your reasons for doing so.	Requests to change subjects will be considered by Pupil Support and Senior Leadership Team.	
Tuesday 11 August	Teachers return to school.	NOTHING CAN BE DONE BEFORE THIS DATE. Pupils inform Faculty Head/Principal Teachers if they think a marking error affected their grade. PRIORITY REVIEW REQUESTS: Pupils MUST inform Faculty Head/Principal Teachers subject on Tuesday 11 August if they wish to be considered for a Priority Review (for entry into further education).	
From Wednesday 12 August	Attendance for each year group will be set out on the Head Teacher's statement.	Updated timetables issued.	
Thursday 13 August	Departmental requests for Post-Certification Review submitted to SQA Coordinator (Mr Heeps).	SQA Coordinator and Mr Sives (Headteacher) meet to discuss each Post-Certification Review case.	Consent letters issued if request accepted. Parents contacted if request rejected.
Friday 14 August	Priority Review consent letters must be returned to Mr Heeps.	SQA Coordinator processes Priority Review requests on SQA Connect.	Priority requests must be with SQA by Friday 14 August.
Thursday 20 August	Review consent letters must be returned to Mr Heeps.	SQA Coordinator processes Review requests on SQA Connect.	Review requests must be with SQA by Friday 21 August.
Monday 26 August	Schools receive outcome of priority marking reviews from SQA.	Faculty Heads/PT Subjects inform all pupils of the outcome of priority marking reviews – including pupils who have left school.	
Date TBC	Schools receive outcome of reviews from SQA.	Faculty Heads/PT Subjects inform all pupils of the outcome of Post-Certification Review – including pupils who have left school.	Revised certificates posted by SQA to pupils at the end of November 2020.