

Our Ref: ANO/CWO/FSC2801EXA

Friday 28<sup>th</sup> June 2019

Dear Parents and Carers

### Examination Results Days

I am writing to inform you about the arrangements for our examination results day taking place on the following dates:

#### Thursday 22<sup>nd</sup> August 2019

9.00am	Year 11 GCSE Results
10.30am	Year 10 GCSE Citizenship students only

#### Tuesday 3<sup>rd</sup> September 2019

Year 10 students will be given their Sports, Business and Hospitality & Catering unit results during the school day

On Thursday 22<sup>nd</sup> August, students should enter the school via the main entrance. Students should then proceed to the Main Hall, where results will be available to collect in a sealed envelope from their respective Head of House. The four House collection points will be clearly visible on the stage.

If a student is unable to collect their results, they should send or give Mrs Woodward (Exams Officer) a stamped, self-addressed envelope by **Wednesday 17<sup>th</sup> July 2019** so they can be posted to their home address.

If a student wishes for another person (including family members) to collect their results on their behalf, they must send in a signed letter of consent advising who this will be. The collector must bring in a form of photographic identification on the day.

Please note that **no** results will be shared via telephone under any circumstances.

We would also like to remind parents that we are collecting any unwanted uniform. If your child has a blazer, and/or both skirts/trousers, we would greatly appreciate any donations. All items need to be returned in a good, clean condition and without any damage.

If you have any queries please do not hesitate to contact the school.

We hope each of our students receive the results they wish for and look forward to seeing everyone in August.

Yours faithfully



Mr A North  
Assistant Head Teacher