

Monday 17<sup>th</sup> July 2023

Dear Parent/Carer,

The results day for GCSE students is fast approaching and I am writing to let you know how students will collect their results.

The GCSE result collection day is on **Thursday 24<sup>th</sup> August**. The students are invited to school on this day between 9am and 12pm to collect their GCSE results. On arrival students will enter the academy from the Sparken Hill car park and across the **bridge entrance** as they did for their exams and make their way to the **Main Hall**. There are two forms that all students need to complete before they collect their results. One form is regarding the student's next destination, whether it be Post 16, College, Apprenticeship etc and the second form is for Access to Scripts. This is a consent form for access to examination scripts if necessary. There will be staff members on site to discuss both of these with students if they have any questions. Once these have been filled in, students will make their way to the table that correlates to their surname and will sign to collect their results.

If students are unable to collect results themselves, they can request for another person to collect on their behalf. In order to do this, they will need to bring in a signed letter from the student naming the person who will be collecting the results on their behalf. The person collecting will also need to bring in photographic proof of their own identity i.e. passport or driving licence.

Staff will be available to support students in the morning, and to answer any questions about their results and what that means for college and Post 16 form applications.

We look forward to seeing the students and celebrating their success.

Yours faithfully,



**Mrs Sheehan**  
**Principal**