



Tuesday, 13<sup>th</sup> July 2021

**Re: Collection of GCSE Results**

Dear Student

I am writing to congratulate you on finishing your summer assessment and to inform you of the procedures put in place for collecting your GCSE results.

This year your GCSE results will be available for collection from 10am until 1pm on Thursday 12th August 2021 in the school auditorium. If you are unable to attend the results day, then the following options are available to you:

- Send / hand in a stamped self-addressed envelope with a letter or attached form requesting that the results be sent home. Requests should be submitted before Tuesday 20th July 2021.
- Ask a relative to pick up your results. The authorised person will require a letter or attached form from you confirming that you require them to collect your results in your absence. The person will need to bring the letter or form with them on the day or we will be unable to release them.
- If you are unable to collect your results on Thursday 12th August then unfortunately the next opportunity to collect them will not be until Wednesday 8th September 2021.

Certificates are usually delivered to school in October and the presentation evening has been arranged for Thursday, 25<sup>th</sup> November 2021. A letter will be sent to you with further details about the presentation evening. If you are unable to attend, certificates will be available for collection from Thursday 2nd December 2021. We will hold the certificate for a year, after this they will be sent back to the board.

Yours faithfully

Mrs K Stapley  
Data & Examinations Officer