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Headteacher: Judith Langley

10<sup>th</sup> July, 2017

Dear Parent / Carer,

### Arrangements for GCSE Results – Year 10

The GCSE examination results will be available for collection between **12:00** and **13:00** on **Thursday, 24<sup>th</sup> August**. Students will need to report to the Main Hall. Due to the volume of students receiving results, we respectfully ask that Year 10 attend only between the above times.

If a student is unable to pick up their results in person, they may nominate a family member or friend to do so on their behalf, however, the student will need to write a letter giving their permission for their results to be released to another person. The letter can either be given to Miss. Hardy in L21 prior to the summer break or sent in on the day with the nominated person. We regret that results cannot be released to a third party without this written permission.

Results that are not collected on 24<sup>th</sup> August will be distributed in September 2017.

Please do not hesitate to contact me at the College if you have any questions.

Yours faithfully

Miss. Z. Hardy  
Examinations Manager