

17th July 2023

Dear students,

Exam Results Summer Series 2023

I write to provide you with details in regard to the publication and collection of examination results in the Summer. Please can I ask that you note the following:

Thursday 24th August: GCSE, BTEC, N&M and Functional Skills results will be available 10:30am – 11:30am for collection from the school.

I will be available to answer any questions and support with any post-results services that may be required. please can I draw your attention to our examinations policies for guidance about post-results services and procedures here:

[Examinations - Undershaw Education Trust](#)

If you are unable to collect your results in person, a friend or relative may be nominated using the form attached to this email. If this is required, the form will need to be printed and signed by the student and brought with the nominated person who is collecting on the day. **Please note that this does require the student's signature – we will not be able to give out results unless we have this signed consent.** Your nominated person is advised to bring photo ID if they are not known to us.

Any results not collected within the hour window above will be posted home recorded delivery using the address on our school system.

If you require further information, please contact me directly.

Kind regards,

Vic
Deputy Headteacher (Academic)