July 2022

Dear XXXX,

**KS5 Results Day Thursday August 18th 2022**

KS5 A-Level and Vocational qualification results will be available for students to collect on Thursday 188h August at allocated times in the Sixth Form Hub.

**Your allocated appointment time is: XXX**

For students who are not able to attend school on the day to collect their results, the envelopes will be posted home at the end of the school day. If a student would like someone else to collect their results, they will need to e-mail the exams officer ([examsofficer@cdarwin.com](mailto:exam%20officer@cdarwin.com)) in advance, saying the following:

"I give permission for XXX to collect my examination results on my behalf. XXX will bring a copy of this email and their ID to the results day". **We will not be able to release results to another person unless this has been arranged in advance.**

**Please note the following**:

* Staff will be available to assist students in making decisions around their next steps including UCAS queries.
* All students collecting results will need to confirm what their next steps are as they leave as we are required to keep a record of this information
* Information about Review of results and access to scripts is on the attached sheets.
* Yearbooks will be available for collection in the hub after exam results have been collected
* The results slips given on results day are NOT your certificates. You will need to return to school to collect your certificates after they have been sent to the school from the examination boards, this is usually around mid-November-you will be notified when these are available for collection.
* We will however be hosting a Celebration of Success evening for all students who have gained A Level, Vocational and GCSE in September. The proposed date is 22nd September from 7pm. Students, parents and award winners will be notified nearer the time.

If you have any questions about any of these arrangements, please do not hesitate to get in touch

Yours sincerely

Rebecca Kearney