



16th July 2021

Dear Parents/Carers

I am writing to inform you of arrangements for Year 13 results day on **Tuesday 10th August 2021**.

To ensure our students can receive the academic and careers support that they may require, we are operating a results day in school, with Covid-19 measures in place. Students can collect their results between 9:00am – 10:30am.

Unfortunately, at this current time we cannot allow friends and family on site to collect the results with students. We are operating a one-way system and students should enter the hall through the side doors, using social distancing, to collect their results. Result envelopes will be issued in the hall where senior members of staff will be on hand for support regarding next steps. The 6th form team will be present on results day to assist students with further educational places.

If you are unable to collect your results in person, please read the below for options:

A nominated person collecting results (in this case, that person will need to bring a letter written and signed by the student giving permission. This should include the name of the person collecting the results and a contact telephone number for the student. The nominated person must bring photographic ID. Visitors must wear a face covering).

Receiving results by secure email (Results will be emailed out to students who request this method after 12.30pm on results day. Students must email exams@thecoleshillschool.org from their own email address prior to results day to request their results via email. Please note that we cannot send results to parent's email addresses).

Receiving results by post (In this case, please provide the school with a self-addressed envelope, results will be sent via post on Thursday 12 August)

For students who have applied to university, UCAS Track will be available to check from 8am on Tuesday 10 August. Pupils will need to bring in their UCAS details and contact details for their chosen universities. This will help with confirming their place, should UCAS Track have not updated.

All parents and students have been issued guidance on what the next steps are if they are not happy with their results and how to request an appeal of a grade. Please use exams@thecoleshillschool.org for all exam related correspondence.

Anyone with COVID-19 symptoms and/or a positive test should follow Public Health guidance and isolate for the appropriate number of days and we strongly advise students to conduct a test before coming into school.

I hope you can see that we are endeavouring to provide students with their results in the safest and most supportive manner we can in the current circumstances. If you have any questions about any of the information I have outlined, please do not hesitate to contact the exams team exams@thecoleshillschool.org.

Yours faithfully

J Simmons

Mr J Simmons
Associate Assistant Headteacher

Simmons.j2@thecoleshillschool.org