

Dear Parents/Carers,

I hope you and your families are continuing to remain safe at this time and as a school, I wanted to share our thoughts regarding the proposed arrangements for the A Levels results day on Thursday 13th August.

As you are aware there are clear safety guidelines provided by Public Health England and the Department for Education (DFE) that all schools must adhere to. Therefore, to ensure we can keep everyone safe and at a reasonable social distance we would ask that you follow the guidelines below about when your son/daughter can collect their examination results.

A Level results will be available for collection from 8.30am in the Main Hall. Please enter via the main school entrance by reception and exit by the side door in the Main Hall. This will be clearly sign posted and there will be members of staff on hand to assist with directions.

However, we would request that you please collect the results at a designated time and we will do this within time set intervals. You must enter the school via the main entrance and will be directed to leave by the hall doors, not via any other means.

Student whose surname A-C – from 8.30 until 8.40am

Student whose surname F-K – from 8.45 until 8.55am

Student whose surname L-P – from 9.00 until 9.10am

Student whose surname R-W - from 9.15 until 9.25am

However please note that, for any Year 12 students collecting **Mathematical Studies results please collect from 10.15-10.30am**

If your son or daughter is awaiting any GCSE resit results then please note that these will not be available until **Thursday 20th August** at the following times:

For any students collecting GCSE Maths or English resit results please collect from 10.00-10.15am

We want to ensure that this process is as smooth as possible and therefore would encourage you to collect the results in person and meet family members outside the school buildings but please refrain from congregating in large groups outside. We will need to collect some key information before you leave the Main Hall which will take only a matter of minutes to complete. Mrs Morris (Head of Sixth Form) will be on hand to assist with any university queries.

If you have not already been able to do so already, could you please return any school text books or borrowed equipment to the school. There will be a box in the main entrance of school to drop these off between now and will also be available on results day.

Ofqual has announced that an important feature of the overall arrangements this summer is the planned additional exam series in the autumn, which will provide an opportunity for students who were unable to receive a calculated grade this summer, and others who would like the opportunity to improve their grade, to take exams. We will be able to further clarify arrangements once Ofqual confirms the appropriate procedures in due course.

If for some reason you have any queries regarding examination results on the day, you will only be able to make contact via email/telephone to our Exams Officer (mshemming@st-albans.suffolk.sch.uk). If you are unable to collect your results in person then please confirm in writing for the attention of our Exams Officer, Mrs Shemming that you will need the results to be posted out please do this by Friday 17th July. In light of the current pandemic, we will not be able to provide results on the day to another person.

Should you require any further clarity to the instructions provided above, please contact Mrs Shemming our Exams Officer to assist you further.

I wish you all the very best for your son/daughter this summer, this will be a different experience but I hope that all our students will still be able to feel a sense of achievement on this day.

Yours sincerely,

Mr Corless
Deputy Head teacher