

20 July 2017

Dear Parent

Collection of GCSE Examination Results

I am writing to inform you of the arrangements for your child to collect their GCSE examination results on Thursday 24th August 2017. All Year 11 students will be able to collect their results from the Main Hall at St Matthew Academy between 10.00am and 1.00pm. Entrance to the Main Hall will be via the external entrance accessible through the main school gate.

Should your child be unable to collect their results in person, they will need to provide me with written confirmation of who will collect on their behalf. On the day the person collecting the results will be required to show proof of identification for the results to be issued to them.

Results will only be given to the student or to the nominated person. Please check our Academy website for more important information re GCSE exam results day – www.stmatthewacademy.co.uk and follow the link.

Please do not hesitate to contact me if you have any queries via email at:

fko@stmatthewacademy.co.uk

Kind regards



Mr S October
Deputy Headteacher