



Headteacher
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Sandhurst School

the opportunity to succeed

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14th July 2023

Dear Year 11 and 13,

Re: Public Examination Results 2023

This year examination results will be available for collection from the school. It is a requirement that results are only issued to you, the student, unless you have previously given written permission for results to be released to or discussed with another individual.

The dates and times for the collection of examination results this summer are:

Yr13 GCE/Level 3 Vocational Results: Thursday 17th August 10:00am

Yr11 GCSE/Level 2 Vocational Results: Thursday 24th August 10:00am

Please queue outside the canteen in front of the school entrance, next to reception. You will be able to collect your results up to 1:00pm. Results will be at tables – sorted alphabetically by your surname – find the right table, give your surname and collect your envelope. You can open your envelope at school or take it away to open it.

If you are one of the unlucky few that have not got the results you wanted then there will be lots of staff around to advise and help you make choices about your next steps. If you cannot make it to school on results day you can arrange with the exams officer, Mrs Evans, to receive your results in another way:

1. If you cannot make it on results day come to the school reception any day after the 5th September between 10:00am and 2:00pm.
2. Someone else can collect your results **if they have a letter signed by you authorising them to collect them**. No one can be given your results without your written permission. If you require your results to be given to someone other than yourself, please complete the form overleaf and hand it to the Exams Officer at reception. The authorised person must bring ID with them.
3. Your results can be posted to you by 1st class post, please refer to the form overleaf. These results will not be posted until the afternoon of results day – so you might not receive them for a day or two. If you change your mind, you can still come in on results day and collect them.

A copy of this letter has been sent to your parents/carer.

I hope this information is helpful, a copy will be available on the school website. If you have any questions, please feel free to contact me.

Yours sincerely

Mr J Southwood
Deputy Headteacher

