



DUKE'S
ALDRIDGE ACADEMY

July 2020

Dear Year 11 Student,

Collection of Results and Examination Certificates

Your GCSE results will be available for collection from the school on **Thursday 20th August from 10:00am until 12:00 (noon).**

Due to social distancing measures that will need to be in place the following arrangements will be in place. **Please come to the Worcester Avenue entrance ONLY of the school where you will be directed to line up with social distancing measures in place.** You will not be able to gain access via Trulock Road. To aid the smooth running of the process please arrive during your allotted time to collect your results:

Tutor groups 11G, 11H and 11J – please arrive to collect your results between 10:00am and 10:30am

Tutor groups 11K, 11R and 11S – please arrive to collect your results between 10:30am and 11:00am

Tutor groups 11T and 11V – please arrive to collect your results between 11:00am and 11:30am

Several staff will be available on results day to give advice and support, particularly in respect of College or Sixth Form Applications. It is important to act quickly in order to improve chances of being offered places for 16+ courses. If any student is unable to attend, we will post a copy of your results to the address we hold on file at the end of the day. We will not be able to give you any results over the phone or your results to anyone other than yourself, so it is very important for you to be able to attend. Please also remember it is **essential** for all students to enrol with their intended college during the first week in September. If you do not do this, you could lose your college place. Do not let this happen.

As we approach the end of the summer term, your tutors have been writing end of year references on your behalf. These will be entered on the school's network, therefore helping us to swiftly process late college applications in the Autumn Term. If you require a copy of your reference these will be available from the school office from **Wednesday 2nd September 2020 onwards**. There will be no one available during the Summer Holidays to be able to supply you with your reference.

In the Autumn Term it is the plan for us to hold a Year 11 Certificate Evening during **November 2020**. On this evening you will hopefully have an opportunity of meeting up with classmates that you may not have seen since you left and also more importantly you will be able to collect your examination certificates. If you cannot attend on this evening it is very important for you to collect your certificates because they will only be held on the school site until the end of the academic year (July 2021). If you have not collected your certificates by this time they will be sent back to the examination board. You will then have to contact the examination board to receive the certificates and the examination board **will** charge you for this service. More information will be sent to you in the Autumn Term regarding the evening.

Finally, I would like to take this opportunity to wish you well in your future endeavours. Seize the moment, take advantage of all the opportunities that pass your way and remember to enjoy life. Good Luck. See you all again on results day on Thursday 20th August.

Yours faithfully,

Lara Burton

Business Manager Data, Examinations and Systems

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