



PRESTWICH ARTS COLLEGE

COLLECTING EXAMINATION RESULTS AND CERTIFICATES AND COURSEWORK.

EXAMINATION RESULTS

Whilst studying at school, your teachers will inform you of any results you gain from the exams or controlled assessment units you take. Official results slips for any Language or Science GCSEs you have taken during years 7 to 10 will be stored securely until results day 2018.

For 2018, the summer exam results date is:

Thursday 23rd August 2018 9.30 to 12 noon.

If you cannot make it into school on the results day in August you can:

Option 1:

Send a representative on results day. He/she will need to bring a letter written and signed by you to authorise the collection, and photographic ID to prove their identity.

Option 2:

Give an A4 self-addressed and stamped envelope to Mrs Linton before you leave, and on results day, she will post them out to you. **Please note, the stamp will need to cover the cost of a large 1st class letter.**

Option 3:

Wait till the school re-opens in September and come to main reception to collect them.

You will have to confirm your college place for September using the official results slips you receive in August 2018.

COLLECTING GCSE CERTIFICATES & COURSEWORK AFTER YOU LEAVE

Your GCSE certificates will be available for collection from the school office from mid-November 2018. The actual date they are available from will be publicised nearer the time via the scrolling message on the school website. Please bring photo ID to collect your certificates. You will be required to sign for the certificates. NB: The school is unable to post certificates out due to data protection regulations.

If you are planning on collecting coursework, please email a request to office@prestwich.bury.sch.uk and leave your details and a contact number. Your request will be sent on to the relevant department. You will be notified once your work has been located and gathered together, then please come to the main office to collect it. Please note, all unclaimed 2018 coursework will be disposed of by the school in January 2019.

Please note, as lovely as it is for us to see ex-pupils, for safeguarding reasons we are unable to grant permission for you to walk around school site when you come to collect coursework or certificates.