

### Results Day Summer 2023

I am pleased to inform you of the Results Day Arrangements.

**The GCSE results will be released on Thursday 24<sup>th</sup> August.**

The results will be distributed for different year groups during a scheduled time slot Please try to arrive during the allocated window for the relevant year group. The results will be distributed in the **Sports Hall**.

The schedule is as follows;

**Year 11 9:00am- 10:00am**  
**Year 10 10:00am – 11:00am**

Pupils will need to enter the school grounds via the entrance near the all-weather pitch and enter the Sports Hall via the entrance near Room 45. If your child is unable to attend during their designated time slot, they should contact reception in advance to allow alternative arrangements to be made. Collection is restricted to pupils only. If parents/carers are accompanying their child to collect results, they must remain outside in the school car park. This is to avoid overcrowding.

If your child is in Year 11 and unable to come into school and collect their results, please provide an A5/A4 self-addressed envelope, clearly stating your child's name, for the attention of Ms Gouldbourne, the Examinations Officer by Friday 18<sup>th</sup> August. These can be left at the school reception. Pupils in Year 10 who cannot attend will be given their results on their return to school in September.

Alternatively, results can be released to a nominated person. If your child prefers this option, a letter needs to be forwarded to the school from your child stating that they are unable to collect their results, with the name of the nominated person clearly stated in the letter. The person who will be collecting the results must bring with them photographic identification to allow the results to be released to them. Letters for such requests must be received by Friday 18<sup>th</sup> August for the attention of Ms Gouldbourne. Email confirmation or requests will not be accepted. ***These results will be available to collect from reception from 11:30am until 12pm. Results cannot be emailed.***

If your child has any outstanding laptops, library books or school text books, please can they be returned to school no later than results day. This will avoid any charges being forwarded to you for missing resources. Please ensure that when they are returned that they are in a plastic bag with your child's name clearly marked on the bag.

School is always pleased to receive donations of school uniform from pupils who have left. If you do have uniform that could be re-used, please place the items in a plastic bag and leave at reception. Thank you to those who have already donated uniform, this will be given to Queenscourt Hospice.

If you need to contact the school please email [exams@greenbankhigh.co.uk](mailto:exams@greenbankhigh.co.uk). We look forward to seeing you on results day.

Yours faithfully,



Mrs K. Robinson