



19th June 2024

GCSE RESULTS COLLECTION: THURSDAY 22nd AUGUST

Dear Parent/Carer,

I write to inform you of the arrangements for the issue of GCSE results this year.

Students may collect their results from **the main hall between 8.30-10.30am on Thursday 22nd August**. They will enter via the side entrance to the main hall where there will be St Alban's staff available, to congratulate students on their achievements and be there should they need support and guidance after receiving their results.

In light of managing the logistics of distributing information, we would kindly request that students collect their results at a designated time and we will do this within set time intervals by surname as below:

- **Student whose surname begins with A –E from 8.30 until 8.50am**
- **Student whose surname begins with F-J from 8.50 until 9.10am**
- **Student whose surname begins with K-O from 9.10am until 09.30am**
- **Student whose surname begins with P-T from 9.30 until 9.50am**
- **Student whose surname begins with U-Z from 09.50 until 10.10am**

Results are legal documents – this means they have to be collected by the student. However, in the event that the student is unable to collect their results, please see options below:

- Provide a self-addressed recorded delivery A4 envelope to the attention of the Exam Officer as soon as possible. Alongside that envelope, the student will need to enclose a signed letter to confirm that they wish their results sent by post. We must stress however, that we are not liable for the safe delivery of that post, nor are we able to guarantee the confidentiality of the results issued this way.
- Alternatively, if the student wishes the results to be released to another person on results day, this must be confirmed in writing to the Exam Officer, prior to results day using the following email address: exams@st-albans.suffolk.sch.uk. When collecting the results, the person collecting them must present a form of ID and the letter confirming that the student has given them permission to collect the results on their behalf.
- If the student is unable to make the day, their results will be stored securely in the Exam Office and available for collection from the school reception from 4th September 2024 between the hours of 8:00am and 3.30pm.
- We will not issue results via email or by phone under any circumstances
- For other examinations-related queries, please email exams@st-albans.suffolk.sch.uk

Post Results Services

After every results day, all awarding bodies offer a number of different post-results services. You can request a priority copy of marked papers, a clerical re-check or a review of marking. There is no grade protection for review of marking. This means that your marks and subject grades may be lowered, confirmed or raised as a result of the review.

Further details of how to apply for any of the Post Results Services, the associated costs and deadlines for requests will be provided to you with your results on 22nd August.



01473 726178

general@st-albans.suffolk.sch.uk

www.st-albans.suffolk.sch.uk

@stalbanshigh

Headteacher: Matt Baker

St Alban's Catholic High School, Digby Road, Ipswich, Suffolk, IP4 3NJ

A Company limited by guarantee incorporated in England & Wales under number 7902662



St Alban's

Catholic High School

We hope you all enjoy the summer break when it arrives and thank you, as ever, for your support and cooperation throughout the years. We are incredibly proud of the resilience, commitment and progress that our students have shown. We look forward to sharing the results and celebrating some really positive outcomes on the day.

Yours faithfully,

Mr Baker

Headteacher



01473 726178 

general@st-albans.suffolk.sch.uk 

www.st-albans.suffolk.sch.uk 

@stalbanshigh 

Headteacher: Matt Baker

St Alban's Catholic High School, Digby Road, Ipswich, Suffolk, IP4 3NJ

A Company limited by guarantee incorporated in England & Wales under number 7902662