



ULVERSTON VICTORIA HIGH SCHOOL



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Headteacher: Mr Matthew Hardwick B.A. (Hons), N.P.Q.H.

Deputy Headteachers: Mrs Susan Hewson B.A. (Hons), N.P.Q.H., Mrs Alessandra Desbottes M.A. (Oxon)

MHa/SSI

Dear Parent/Carer
Our Ref:

An exceptional school at the heart of the community

21st June 2021

Arrangements for Collecting Exam Results

Please see below important information regarding collection of your child's exam results in August 2021.

Tuesday 10th August 2021 – A-Level Results Day

Collection – Main School Hall from 8.30 am until 10.30 am

Thursday 12th August 2021 - GCSE Results Day

Collection – Main School Hall from 9:00 am until 11.00 am

Access to the hall will be via the main reception, where students will be directed to the main school hall. Results envelopes will be ready for students to collect and sign for from here, laid out in desks in alphabetical order. Please be aware we will need to follow the government guidelines in place at the time and masks may need to be worn when entering the school.

Members of staff will be on hand to assist and offer advice to any student during the morning – and remember, your child does not need to seek advice from their subject teachers specifically, any teacher can advise.

If your child is going to be away on Results Day, please ensure they personally contact Mrs Grant (Examinations Officer) **before the end of the Summer term deadline** which is **Wednesday 14th July, 11.00 am** so that alternative arrangements can be discussed. Please be aware that JCQ regulations prevent us from giving out results over the telephone under any circumstances.

In the event of a student being unable to come in to school to receive their results, a '3rd party collection permission form' can be obtained from the Exams Officer, students can email the Exams Office – exams@uvhs.uk from their **student school email address**. This form can be completed and returned via email to the Exams Office - it is essential this comes from their student school email address not a personal/parents' email account. Once completed, it provides UVHS with the required signed written permission from your child and details of the person they nominate to collect results on their behalf (the nominated person will be required to provide photographic ID of themselves on the day).

If your child or a 3rd party are unable to collect the hard copy of their results (printed on school headed paper) on results day, these will be held securely in school until they are collected, and signed for, by your child or nominated representative – *there is no postal service from school during holidays so they cannot be posted home.*

Please note, the results are passed on to the local media for publishing as follows;

- Names will appear alphabetically using only the first initial and surname.
- For A-Level students, the subject code and level is listed but NO Grade given.
- For GCSE students, the number of passes 9-1 are listed but NO subjects are given.

If you or your child have a query about their results you can also talk to, or email, Mrs Scott (Deputy Examinations Officer) - exams@uvhs.uk - where you will be guided through your options and the appeal procedure. Currently, exam boards will not deal directly with students.

Yours sincerely

Mr M Hardwick
Headteacher