



Ladywood, Birmingham, B15 2EF
0121 729 7100 • enquiries@corecity.academy
Headteacher: Rebecca Bakewell
@CORECityAcademy @COREeducate

20th July 2022

Dear Student,

Re: Collecting GCSE and Vocational Results

I hope that this letter finds you well and that you have an enjoyable summer. After all your hard work, earlier in the year, I am sure you are very excited about collecting the results of your final examinations.

I am pleased to let you know that your results will be available for collection on **Thursday 25th August 2022 between 09.00am to 12.00pm**. Please enter through the student entrance, where staff will be greeting you. If you are unable to attend, please notify the school as soon as possible.

If a member of your family is collecting your results on your behalf, we will require you to complete the written consent form below and this will need to be presented prior to the day. Unfortunately, we cannot give your results to anyone without your signed permission, and they will need to provide I.D when collecting.

As always school staff and colleagues from the careers service will be available on the day to discuss your results and support you, if required. I wish you every success and look forward to celebrating with you on the day.

If you have any further queries regarding the collection of your results, please do not hesitate to contact me on 01217297100.

Yours sincerely,

Saira Khatoon
Examinations Officer.

Please complete this section in BLOCK CAPITALS if you cannot collect the certificates yourself.

CONSENT FORM I, give permission for my
parent/carer/relative (delete as appropriate) (Name of parent/carer/relative)
..... to collect the certificates on my behalf.

I understand that if my certificates are misplaced by my parent/carer/relative (delete as appropriate); the school will not be held responsible for any replacement certificates.

Signature of student:Date:.....