

Principal: **Mrs Zarina Ali**

Sefton Road
Pendlebury
Manchester
M27 6JU

www.swinton.coopacademies.co.uk



Co-op Academy
Swinton

10th July 2024

Dear Parent/Carer

As you may already be aware, GCSE results day is Thursday 22nd August 2024. All students are welcome to collect their results from school between 9:30am-12pm. Students must enter the Academy via the year 11 standards gate entrance, staff will be situated at this door to greet them. Once you have collected your results you will then leave through the main school office.

Many teachers and other professionals will be present to help celebrate with our students and provide guidance on next steps to ensure all our students are secure for post 16. It is essential that once your child has received their results that they attend the registration appointment given to them by their chosen college or apprenticeship provider.

GCSE students can collect their results at any point between 9.30am - 12pm. If for any reason a student cannot collect their results and would like to nominate a person to do so on their behalf, please follow the process outlined below. Please note failure to follow these steps will result in us not being able to hand the results over.

- The student needs to complete the form on the back of this letter and the nominated person needs to bring it with them on the day
- You must provide your nominated person written permission from you to collect your results. The letter must be signed and dated by you and the nominated persons name must be clear in your letter
- The nominated person must bring their own photographic identification, for example a driving licence or passport

GCSE results that have not been collected will be posted to your home address on Friday 23rd August 2024 after midday. If you believe the home address we hold for you may not be correct, please contact the academy before Tuesday 16th July 9am.

As an Academy we celebrate achievements and successes, and this may involve publishing photographs of students with their results on social media. No student names will be shown or shared. If you do not want your child's photo to be shared on social media, please contact school reception before Tuesday 16th July 9am.

Please do not hesitate to contact me if you have any queries.
We wish your child every success for the future.

Best Wishes,
Mrs F Fagan
Assistant Headteacher

RESULTS THIRD PARTY COLLECTION

PERMISSION TO COLLECT A CANDIDATES RESULTS

Please complete this form and give it to your representative to bring in with them when they come to collect your results.

Student details:

Name: _____

Address: _____

Date: _____

To: Examinations Officer

I am unable to collect my results in person from school, and therefore, give permission for

_____ To collect them on my behalf.

He/She will bring photographic proof of identity and a copy of this notification to enable you to release my results

Yours sincerely

_____ (Students Signature)

_____ (Print Name)

_____ (Candidate Number)