

## EXAM CERTIFICATES

Students pick up their Provisional Statement of Results in August each year after taking their exams. However they do not seem to be aware that the actual Certificates which are **A4 size, on card** and **printed by each exam board for each level of achievement** are not sent out to schools until the end of October / beginning of November. Consequently, many students do not come back to collect them. Students can have as many as 10 certificates in their folder.

We still have a large number of certificates at Adeyfield School which need to be collected, some of which go back as far as 2001.

They cost **£30 each** to replace and the exam boards will only provide **Statements of Results, not certificates** once a year has passed after the exams are taken. Please make arrangements to collect your certificates. It is perfectly OK to come in on any school day to collect them, preferably before Christmas.

This year there will be an additional opportunity to pick them up in the **early evening on Friday 5<sup>th</sup> December between 5 – 7 pm.** **Please see Mrs Wilson in Reception on that night.**

**It would be helpful if you could let the school know in advance that you will be coming in on that evening so they can be taken out of security ready for you.** If you cannot collect them yourself, you can ask someone else to pick them up for you, but **they must bring in a letter signed by yourself giving them permission. Thank you.**