

Exam Results Days – August 2017

A-Level and AS Results - **Thursday 17th August** in the Sixth Form Library

Year 13 only from 9.00am

Year 12 from 10.30am

GCSE Results - **Thursday 24th August** in the Sixth Form Library

Year 11 only from 9.00am

Year 10 will receive their results at the start of term in September.

Do make every effort to collect your results in person. You can share the joy or find support and advice from the experienced staff in attendance.

What if I can't come in on the day? - The only available options are for you to send in before the end of term, please (and marked clearly 'fao: Exams Office') either:

1 - A stamped addressed envelope (with your name clearly on it), or

2 - A **signed** letter/note (also PRINT your name) nominating someone to collect on your behalf (they will need to bring some form of identification to do this). A suitable example appears below.

3 – Email exams@davenant.org with your name, candidate number and email address that you would like the results emailed to along with a short statement giving permission for your results to be emailed to you. This HAS to come from the candidate, not from a parent or guardian, as the results belong to you.

Post Results Services can only be submitted online via the Examinations Officer. They include:

1 - Enquiries About Results (Re-marks) – for where serious doubts about the marking of the script arise. You are strongly advised to discuss this with your teacher first as this can be quite expensive. **For A-Level candidates only, a Priority Service is available up to Thursday 24th August.**

2 – Access to Scripts (Copies of your script) – if you want to have your original script returned (it may not be received before the October half term). **A-Level candidates may request a faster service for photocopied scripts up to Thursday 24th August.**

Further details and application forms can be found on the Learning/Examinations page of the school website: <http://www.davenantschool.co.uk>

or on the official JCQ website: www.jcq.org.uk

The Examinations Officer, Mr Edwards, will be available at the following times before term resumes:

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|-----------------|---------------------|---------------------------------------|
| Thurs 16 August | 9.30am to 1.30pm | in the Exams Office |
| Fri 17 | “ 9.30am to 1.30pm | in the Exams Office |
| Wed 23 | “ 10.00am to 1.30pm | in the Exams Office |
| Thurs 24 | “ 9.30am to 1.30pm | in the Sixth Form Centre/Exams Office |

COLLECTING EXAM RESULTS

If you are not able to come in personally on Results Day and would like a reliable person to collect them on your behalf, please complete the form below and send it to:

Mr Edwards, Examinations Officer, Davenant Foundation School, Chester Road, Loughton, Essex, IG10 2LD.

Exam Results Collection 2017

Candidate's Name (Please PRINT):

Please allow (named responsible person) to collect my examination results on my behalf. He/she understands that a **recognised form of Identification will be required.**

Signed, Date