



What to do if you are unable to collect your results on results day

You will have your results emailed to you on your School email address at approximately midday, but if you cannot access the internet on results day, you can nominate a designated person to collect your results on your behalf.

If you know that you are going to be away, make sure the permission form has been filled in and has been given to the Exams Officer before results day. Upon producing photographic ID and a duplicate copy of the permission form, the nominated person will be given your results letter.

Exam Results will not be given out over the telephone.

Please remember that access to photocopied scripts and review of marking deadlines are usually within a week of results day. Make sure you are aware of these deadlines before you go away on holiday. If you are not going to be able to hand these in yourself, you may wish to consider printing the forms off in anticipation, signing them and asking your nominated person to hand them into the Exams Office. You will need to instruct them which Exam Papers you want copies of or which papers you want re-marked.

You will also need to consider if you will be able to access your Parent pay account so that you will be able to pay for the application. Applications to the Exam Boards will not be processed if the fees have not been paid by the deadlines.