



St. Joseph's Roman Catholic High School

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Headteacher: Mr T McCabe | **Deputy Headteachers:** Mr M. Graham, Mrs J Morgan | **Chair of Governors:** Mrs P. Jones

Registered Charity Number: 1075795 | **Facebook/Twitter:** StJosephsRCHS

July 2018

Dear Parent/Carer

EXAMS AND RE-MARK INFORMATION

On Thursday 23rd August from 9:00am until 12 midday, your son/daughter's final GCSE exam results will be available for collection, including a breakdown of grades for individual components and the UMS marks gained overall for each exam. We would like to take this opportunity to wish your son/daughter every success as they move to the next phase of their chosen pathway now that the GCSE 2018 exam season is complete.

There may, however, be questions which arise with regard to results, college applications and future choices. Representatives from Connexions, Thornleigh 6th Form College and Mrs. Hancock will be in school on results day to advise.

Should you have such a query regarding your child's GCSE grade in any subject, please refer to the relevant Head of Department as a first step. The school reviews outcomes and will only request an enquiry / re-mark, on agreement with the head of department. A standard pro forma will need to be completed and **signed by the pupil**. This can be obtained from Mrs. Heyes, the School Exams Officer, following publication of results. A fee will also be payable in advance before any such requests can be made. A copy of the fees table will be available to pupils on the day, and cheques should be made payable to St. Joseph's School Fund. Please note that the deadline for school to receive fully completed applications and payment is noon on **Tuesday 18th September 2018**.

We will be writing to you again in September with regard to our Awards Evening which is planned to take place early November. On this evening, your son/daughter will be presented with their GCSE certificates. We look forward to this event and thank you for your support during your child's time with us at St. Joseph's.

Yours sincerely,

K. Walsh

Mrs K Walsh

Director of Standards