



PARMITER'S SCHOOL

FOUNDED 1681

Headmaster: Mr M Jones BA MEd

June 2019

Dear Year 13 Students and Parents/Carers

With A Level and STEP examinations now finished, we hope that you are all enjoying a more relaxing week.

Although students may not yet want to think about results, we do need to make you aware of arrangements for collecting results and, if necessary, seeking advice.

Collection of A Level results

Results will be issued to students on **Thursday 15 August**.

Results can be collected from the **Sixth Form Conference Centre** between **9.00 – 11.30am**.

After 11.30am, results will be available to collect from **Reception**. At approximately 3.00pm, any remaining results will be posted to the address held on the school system.

Results statements will also be e-mailed to a student's school e-mail address at approximately 12 noon on Thursday 15 August. This e-mail will include details of the grade boundaries (these are also available on the examination board websites from around 9.00am on results day). Results will not be sent to any other e-mail address.

If any student wishes to nominate another person to collect their results they must inform Mrs Zanetti in writing, or by e-mail (j.zanetti@parmiters.herts.sch.uk), of the name of the person who will collect their results. This must be done by 3.00pm on Wednesday 14 August at the latest.

Advice

Please find below details of the members of staff who will be available to offer advice after students have collected their results.

Date / Time	Advice required	Staff available and their location
Thursday 15 Aug 9.00am - 3.00pm	Advice for students who did not meet their university / apprenticeship offer, or are considering changing their plans.	Mr Porter Mrs Rowland Mrs Zanetti <i>available upstairs in Sixth Form block</i>
	For advice on post results services (see below for explanation of post results services).	Mrs Berks <i>available in her office (next to RS classrooms)</i>

Date / Time	Advice required	Staff available and their location
Friday 16 Aug 9.00am - 11.30am	For advice on post results services, including requests for priority remarks.	Mrs Berks <i>available in her office (next to RS classrooms)</i>
Monday 19 Aug 9.00am - 11.30am	For advice on university admission and/or post results services, including requests for priority remarks. Note, deadline for priority remarks is 11.30am.	Mrs Rowland <i>Students must make an appointment to meet with Mrs Rowland on this day. Please e-mail in advance w.rowland@parmiters.herts.sch.uk</i>

Post-results processes

The examination boards offer a number of post-results services. These include reviews of marking (remark) for examination papers and/or requesting the return of student scripts. When students collect their results, they will be provided with more detailed information about the post-results services available to them and the associated costs.

Please be aware that post-results services are intended for situations where a student, or the school, believes that examination papers have been marked incorrectly. They are **not** intended to be used simply because a student is quite close to the next grade boundary. Where a student has failed to meet their university offer, and believes that their examination paper may have been incorrectly marked, the examination boards offer a **priority remark service**.

After receiving their results, any student considering a priority remark must meet with one of Mrs Rowland, Mr Porter, Mrs Zanetti or Mrs Berks before the deadline for submitting requests (deadline is Monday 19 August, 11.30am). Details of staff availability are given above.

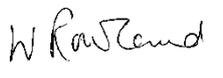
Certificates

The school usually receives students' A Level certificates in November. As the certificates are posted to students, it is essential that you inform us of any change in address by e-mailing admin@parmiters.herts.sch.uk, with the e-mail clearly explaining you are updating your address details for the purposes of receiving examination certificates.

We wish you an enjoyable summer break.

Yours sincerely






 Mrs E Berks, Mr A Porter, Mrs W Rowland & Mrs J Zanetti