

Our ref: RCL/KDE

16 May 2022

Dear Parent/Carer

Re: Examination Results and Plume College Registration Day 2022

I hope this correspondence finds both you and your family well.

I would like to take this opportunity to outline the arrangements for the Summer Examinations Results Days for Years' 11-13, as well as the subsequent Plume College Registration Day. Our intention is to provide an opportunity for all our students to come into the academy to collect their results and liaise with relevant staff should they wish to.

The examination results will be available for collection from the sports area of our Fambridge Road Campus on the dates and times outlined below:

Year 12 and Year 13 - AS/Level 3 BTEC/A level/Cambridge Technical Results

Thursday 18 August 2022

Venue: The Sports Hall

- Year 13 – from 9.00 am
- Year 12 - from 10.00 am

Year 11 - GCSE/Level 2 BTEC/Cambridge National Results

Thursday 25 August 2022

Venue: The Sports Hall

- Year 11 (and College GCSE results) from 9.00 am

Plume College Registration Day for students in Year 11 only - Thursday 25 August 2022

Venue: Plume College

- **Session 1**
10.00 am - 11.00 am
Surnames A-K only
- **Session 2**
11.00 am - 12.00 pm
Surnames L-Z only

Plume College second Registration Day for Year 11 - Wednesday 31 August 2022

Venue: College area

- 10.00 am - 2.00 pm

- This second Registration Day is for students who are unable to register on Thursday 25 August 2022, **and is by appointment only**.
- For an appointment, please call the Plume College Office on 01621 879830, or email Mrs Demes, College Manager via k.demes@plume.essex.sch.uk

Year 11 students are reminded that they must formally register with us to confirm their place at Plume College or alternatively, we would be grateful if they emailed Mrs Demes, College Manager, via k.demes@plume.essex.sch.uk if they do not wish to take up their place with us.

Since the introduction of linear A levels, it is vital for their future success, prospective Year 12 students have the correct academic prior attainment to support learning at a higher level. Where students have not met subject entry requirements, staff will be on-hand to discuss alternative option choices. We recommend students discuss their post-16 options with staff on Thursday 25 August 2022 and then go away to reconsider their options before returning to Plume College for a follow-up appointment on Wednesday 31 August 2022.

It is vital that a student is enrolled onto the correct course based on their GCSE prior attainment and that they have time to research available options before a final decision is made. Should students foresee any issues with collecting examination results and/or enrolling for Plume College, they are advised to contact Mrs Demes in the College Office.

It is extremely important that students are fully aware of the expectations for these days to ensure they run as smoothly and efficiently as possible, as was the case when we had to implement very similar protocols during our 2020 and 2021 Examination Results Days.

If your child is unable to collect their Summer examination results, they should notify the Examinations Office via, exams@plume.essex.sch.uk and the results will be posted home to them. Alternatively, any student not able to collect their results are permitted to arrange for a relative or friend to collect these results on their behalf. **If this option is to be used, a signed written letter or an email from the student, not a parent or carer, must be provided, giving the name of the person who will collect their results.** The nominated person will need to bring that letter/email with them, together with photographic identification. Unfortunately, without this information, we will not be able to release their examination results.

Please be aware that, due to the new Data Protection Act 2018, we are also unable to issue results by email, text or telephone.

Thank you for taking the time to read this letter and if you have any ensuing queries about anything relating to examination results, please email Mrs Chittock, Examinations Officer, via exams@plume.essex.sch.uk. Alternatively, if you have any questions relating to Plume College, please email Mrs Clark, Joint Head of Academy, via r.clark@plume.essex.sch.uk

I hope that this communication answers many of your questions regarding the Summer Examinations Results Days and thank you for your ongoing support.

Yours sincerely



Mrs R Clark
Joint Head of Academy