

John Masefield High School and Sixth Form Centre

Mabel's Furlong, Ledbury, Herefordshire HR8 2HF

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Headteacher:

Andrew Evans BSc MA

Deputy Headteacher:

Andy Collard BA



July 2020

Dear Parent/Carer

I am writing to inform you of a change to the arrangements for your son or daughter to collect their Year 13 results on Thursday 13 August.

Unless national or local circumstances change, we now plan to open the school to allow students to collect their exam results in person. It is important to emphasise that our plan aims to make everyone's safety a priority whilst still enabling us to provide results in a manner that is as close as possible to previous years.

To ensure everyone's safety, please read the following arrangements very carefully:

Students with surnames beginning A to C

Between **9 am and 9.30 am only**, please go to the **Sixth Form Centre** where entry will be via the main doors.

Students with surnames beginning D to L

Between **9.35 am and 10.05 am only**, please go to the **Sixth Form Centre** where entry will be via the main doors.

Students with surnames beginning M to W

Between **10.10 am and 10.40 am only**, please go to the **Sixth Form Centre** where entry will be via the main doors.

We will only allow **students** to enter the building to sign for, and collect their results envelope. I am sure parents will understand this. Entry to and from the school will be carefully managed by school staff.

We very much hope that their results support the next stage in their journey and that they can move on confidently and smoothly from John Masefield Sixth Form. The Sixth form Team will be available if students need support or advice, otherwise, regrettably, we need to ask students and parents to leave the school site immediately after results have been collected.

We understand that this is disappointing but, again, we hope you understand that this is to try to ensure everyone's safety.

Please make every effort to collect results at the appointed time. We cannot guarantee to make results available at other times on the morning of 13 August.

(continued)

If you would prefer to receive results via email, please contact exams.officer@jmhs.hereford.sch.uk **before Friday 31 July**, so that arrangements can be made. We are only able to email results to your child's school email address. It is therefore essential that, if they have forgotten their email address or password, they contact the school at it@jmhs.hereford.sch.uk **before Friday 17 July or between Monday 10 and Wednesday 12 August**.

If you have any questions about these arrangements, please contact the exams office at exams.officer@jmhs.hereford.sch.uk

If displaying symptoms of Coronavirus on results day, please do not come to school to collect results. Please contact the Exams Officer who will make arrangements to email your child's results

If circumstances change we will notify you with alternative arrangements.

Once more, we are sorry that arrangements cannot be more relaxed but we hope that you understand the reasons.

Best wishes

Mark Hawksworth
Head of Sixth Form & Assistant Headteacher