



Barr Beacon School
www.barrbeaconschool.co.uk

LD/tk/ Cert Collection19

November 2019

Dear Student

I am writing to inform you that your Examination Certificates for summer 2019 are now in school. They will be available for collection from reception between 3:30 pm and 4:00 pm Monday 16th December to Wednesday 18th December.

If you are unable to collect them in person you must write a letter giving permission for someone to collect them on your behalf. Any Certificates not collected will be kept in school for 12 months until December 31st 2020 and after that date they can be destroyed.

Once the original certificates have been issued replacement copies will not be available in the future, only a 'Certifying Statement of Results' which can be obtained from the appropriate examination boards and there will be a **fee** for this service.

Yours faithfully

Ms L Draycott
Headteacher



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