Year 13 Clearance Certificate Reminder

Dear Parents

We hope your son or daughter is managing well with their examinations and is looking forward to a well-earned break.

Just a quick reminder following my email of 24 March: once Year 13 students have completed their final examination, they need to collect a *Clearance Certificate* from Reception. This should be signed by each subject teacher as they return textbooks or resources. Once complete, it should be signed by the Headteacher or Deputy Headteacher and handed back to Mrs Sally Walker at Reception.

All Clearance Certificates must be returned before students leave school for the final time. Please ensure all books and resources are returned by Thursday 25 June 2025, as any unreturned items will be invoiced.

Finally, a reminder that we ask students to pay £5.00 via Scopay so we can post A Level certificates home in November/December.

Wishing your son or daughter every success in their examinations.

Kind regards

A Williams

Alun Williams

Head of Sixth Form

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