

To: All Former Year 13 Students

Our ref: 8710438a

1 July 2021

Dear Former Year 13 Student

I hope this letter finds you and your family well.

We are aware that as the academic year draws to a close, a number of you still have not received your exam certificates. Unfortunately, due to restrictions it was not possible to hold our usual certificate evening, and subsequent plans have been hit by further restrictions and lockdowns.

We are planning to hold two 'drive-thru' certificate collection events on **Thursday 8 July** and then **Wednesday 14 July** from **4:15pm-5:15pm**.

We will set up the 'drive-thru' in the D at the front of school. A member of staff will hand you your certificates without you leaving your car. If you do not drive you are more than welcome to come on foot, by bike etc. Please observe our social distancing guidance at all times.

When arriving on site please follow the directions of the signs and/or members of staff. Please also note the following requirements for collecting exam certificates:

- Please ensure you bring photo ID when you come to collect your certificates.
- If you are unable to collect your certificates in person, you can nominate someone else to collect them on your behalf.
- If you are nominating someone to collect your certificates, you must inform the Exams office prior to collection day. Please email the name of the nominated person to [exams@southhunsley.org.uk](mailto:exams@southhunsley.org.uk).
- The named person must also bring photo ID on collection day to prove their identity.

**Certificates cannot under any circumstances be given to anyone other than you without prior communication with the Exams Office.**

We look forward to seeing you over the coming weeks.

Yours faithfully



Paul Jacobs  
Director of Sixth Form – Year 13