

5th November 2018

Dear Student,

GCSE Certificate Event for Year 11 Leavers 2017/18

To celebrate the achievements of our 2017/18 Year 11 leavers, we will be holding a GCSE Certificate Event on Tuesday 20th November, starting at 6pm. The evening will consist of the presentation of certificates and finish with tea, coffee and biscuits. The event will provide an opportunity for students to catch up with old friends and share experiences of their ongoing studies.

Please email admin@theebbsfleetacademy.kent.sch.uk or call reception on 01322 623 100 to confirm your attendance, by Friday 16th November.

If you are unable to attend the event, certificates will be available for collection. Please ring to advise when you will be collecting them so that we can ensure they are available at reception. If you visit the school without ringing, we can not guarantee that the certificates will be available. If being collected by anyone other than yourself, a letter must be provided from you giving the person permission to collect them. This person must also be able to show some photo identification. Any certificates that remain unclaimed by 31st October 2020 will be destroyed. Should you require confirmation of your results after this date, you will need to contact the exam boards who will charge for such confirmation.

We look forward to seeing you at the presentation.

Yours faithfully,



Ms K Simmonds
Head of Academy Administration

Principal: Alison Colwell, BA (Hons), PGCE, NPQH

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