



Results Day Information

Last updated 17 June 2026

Collection Procedure

- Results are made available for collection in person.
- Results are not shared via email or phone.
- If a pupil is unable to collect a result in person, they can be collected by someone they designate. The parent/guardian must:
 - Write a covering letter, including:
 - The pupil's name and address.
 - The name and address of the designated person.
 - Clearly stated permission for this designated person to collect results.
 - Pupil signature and date.
 - The designated person is required to bring photographic identification in the form of a Driving Licence or a Passport. No other forms of ID are acceptable.
 - Covering letter and ID should be presented to the Examination Officer or Vice Principal.
 - Covering letter and a photocopy of ID remain on file until after the deadline for appeals.
 - GDPR regulations will be followed in terms of information handling.

Appeals

Please also refer to our Appeals Policy available here: <https://cullybackeycollege.org.uk/external-examinations/>