



The Ripley Academy and Sixth Form



Executive Headteacher: **Mrs H Frost-Briggs BA (Hons)**
We are **AMBITIOUS**. We are **COMMITTED**. We are **PROUD**.

14th April 2026

Dear Parent / Carer and Student

External exams and results

With our external summer exams fast approaching, students have now been provided with their individual exam timetables.

For students, it is important that you prepare yourself appropriately for your exams by following these guidelines:

- Read your timetable carefully; be clear about all arrangements.
- Students **must** use their legal names on exam papers and should also complete their candidate number on every exam paper.
- Plan and revise thoroughly; get in the right frame of mind before the exam.
- Ensure you get plenty of rest.
- Arrive in plenty of time with the correct equipment to start the exam.
- Line up quietly and enter the exam hall silently when asked to do so.

Morning examinations will start at **9am** and afternoon exams will start at **1.05pm**. School lunchtimes will change for all students to run from 12.25pm to 1.05pm throughout the exam season.

At the start of each exam a register will be taken while you are lined up. Be sure to be in row and seat order. It is important that you are in the correct seat for your exams. To ensure there are no delays to the start of the exam please be lined up 15 minutes before the start time unless advised otherwise.

You are not allowed to bring notes, mobile phones, watches of any kind or any other data storage or programmable device into the examination room. All personal belongings, including mobile phones, will be placed in the storerooms before the start of the exams (bags and coats will **not** be placed at the front of the gym). We strongly advise that pupils do not bring expensive items, such as mobile phones, into school as **The Ripley Academy will not accept any responsibility for any items that are lost or damaged.**

During the examination there is no communication permitted. If you require the invigilator, please raise your hand and they will approach you as soon as possible. The invigilator cannot provide any assistance with instructions or answers.

All students will remain in the exam room until the scheduled end of the examination.

GCSE Results Day – Thursday 20th August 2026

Students, you are invited to collect your GCSE results from school on Thursday 20th August between 9.00am and 11.00am.

You will be required to sign for your results and confirm your destination before they are issued to you. Members of the Senior Leadership Team will be available on the day if you need to discuss your careers pathway.



Please enter the site via the main front entrance and collect results from The Suite.

If you cannot collect your results in person and you wish them to be collected on your behalf, that person will need your permission to do so. Please complete the attached form which should be returned to school by Wednesday 22nd July. The person collecting the results must bring in photographic ID (e.g. Driving Licence or Passport) before the results are released.

Results may also be posted by prior arrangement with the Exams Officer - please bring a stamped self-addressed envelope to school reception by Wednesday 22nd July and also complete and return the attached form.

If you have any questions on results day, please ask any of the teachers or administrative staff who are present. Mrs Stears, our Exams Officer, will also be contactable via email at rstears@ripleyacademy.org should you have any further queries. Please do not telephone the school or leave messages after Thursday 23rd July as these will not be accessible to staff until our return to school in September.

Exam certificates will be available for collection by the end of November 2026 from main reception.

If you have any queries regarding your exams or your exam timetable, please speak with your subject teacher in the first instance or speak with myself before the exams begin.

Yours sincerely

A handwritten signature in black ink, appearing to read 'J Thawley', written in a cursive style.

Mrs J Thawley

Deputy Headteacher

GCSE Results Collection: Thursday 20th August 2026

If you are unable to collect your GCSE results in person, this form must be completed and returned to Mrs Stears, Exams Officer, by 22nd July 2026

Please tick the relevant instruction:

I give permission for my results to be collected by

Name:

Relationship: (Parent/Friend/Other)

Address:

.....

Proof of ID will be required when collecting exam results on behalf of a student.

Please post my results directly to me

A stamped, self-addressed envelope MUST be included with this form