



EXAM UPDATE COLLECTION OF RESULTS AND CERTIFICATES POST RESULTS SERVICES

Due to the introduction of the General Data Protection Regulation (GDPR) on 25th May 2018 and the receipt of guidance from the Joint Council for Qualifications (JCQ), please see below for an update to the school policy:

Results

- Ownership of results remains with the student (this includes results, certificates and any post results services request).
- Results will only be issued to a third party (this include parents and other relatives) if written permission has been given by the student. This must be produced on the day of collection or handed in prior to results day. Emails or text messages will not be accepted.
- Any third party collecting results must produce Photo ID to confirm their identity
- Results will not be given out by telephone or via email
- Results will not be posted home unless the school is in receipt of a SAE. Results are posted the day they are issued to students.

Certificates

- Certificates will only be issued to a third party (this include parents and other relatives) if written permission has been given by the student.
- Certificates will only be posted on receipt of the postage fee and will be sent recorded delivery.

Post Results Services

- Review of Results (RoRs) will only be accepted from a student; unless they have given written permission for a third party to be their representative and have result information.
- RoRs will only be accepted after the publication of results.
- No RoR will be passed to the relevant examining board without written consent from the student and payment of any fee.
- Written consent sent from a student's school email address will be accepted.



ACHIEVING IN FAITH, WITH LOVE, AS A COMMUNITY