



18 June 2025

Important Results Day information

Dear students and students' parents/carers,

We would firstly like to commend and congratulate all our Year 11 students on their impeccable conduct and stamina throughout the exam period. It is now time to enjoy the long and well-earned summer break.

Y11 GCSE Results day will take place on **Thursday 21 August 2025**. Students are invited to attend Millthorpe to collect their results between **10:00 and 11:30am**.

Please attend the school site via the rear entrance - Philadelphia Terrace. Collection of results will take place in the Library.

Students will be asked to sign for their receipt of exam results and also asked to sign if they consent to the school having access to their exam paper scripts. The school would use these papers anonymously to aid the teaching and learning of future students completing their GCSE's and also allows us to access their scripts swiftly if we need to check for remarks.

Students should also **check the details on the top of their results documents** are correct and notify Ms Robinson (Exams Officer) if there are any errors to spellings of names so these can be amended with the exam boards before certificates are printed.

If students are **unavailable to collect your results** on the day, then the following options are available:

- **Collection via another adult:** The student and parent can send an email to our exams officer giving permission for another person to collect their results. Contained within the email must be the name of the person who is collecting the results on behalf of the student. The person collecting the results must also be prepared to show photographic identification. Results will not be issued if a person is unable to confirm their identity.
- **Email -** The student can send an email to our exams officer giving permission for the results to be emailed to them. Contained within this email must be the email address that the student wishes their results to be sent to. The school will aim to send out results by email as close to 10.00am as possible.

Re-marks or results queries

The deadline for requesting a re-mark of any of your GCSE scripts is **1pm Friday 19 September**. Please note you cannot have a non-examined assessment (NEA) component re-marked.

We would only recommend a re-mark if you believe there has been an error in marking or if you are within 2 marks of an upper grade boundary. **Please note that grades can go up but they can also go down.**

There is a cost for requesting a paper to be re-marked. These rates are:

<i>Exam Board</i>	<i>Cost per paper</i>	<i>Payments made via:</i>
AQA	£43.50	Account Name: Excel Learning Trust t/a Millthorpe School Account Number 44396360 Sort Code: 306364 Ref - Student name
EDEXCEL	£46.70	
OCR	£65.25	
WJEC	£43.00	

If the overall grade goes up as a result of the re-mark the cost will be refunded.

The process for requesting a re-mark is as follows:

1. Contact Ms Robinson - Exams Officer E: n.robinson@millthorpe.elc.org.uk
2. Return electronic consent (emailed by N. Robinson)
3. Payment via account
4. Remark request sent to exam board
5. Outcome can take up to 30 days
6. We will email or phone to confirm the outcome.

Please Note: Re-marks cannot be requested unless payment is received:

Certificates

The school will notify students when certificates arrive at the school and are ready for collection. This is usually around November time but is determined by the exam boards.

Millthorpe is looking forward to welcoming back the Y11 students for their results day and wishes them a relaxing summer break after all their hard work in their GCSEs.

Kind regards

Ms Robinson - Exams Officer
n.robinson@millthorpe.elc.org.uk

Mrs V Armitage- Vice Principal