



Dear Parents/Carers

Year 11 Leavers Information

As our students approach the end of their time with us here at Westfield Academy, we would like to highlight and confirm the dates and arrangements over the coming months.

Tuesday 28th June - Leavers' Assembly

Students are to arrive in school for 9:05am and go to their Tutor rooms. They will then have an assembly followed by shirt signing / saying their goodbyes. Students will be leaving the school site by 12:30pm via the Lower School Gate. There will be a minibus available for those who would normally catch a bus - please ask your child to speak to Mr Roney if they require transport home. Students should come to school dressed in their full uniform - no non-school sweatshirts and jogging bottoms.

Wednesday 29th June - Prom

We are working hard to ensure this will be a great night. Students can start arriving at Haselbury Mill from 6:30pm. Dinner will be served from 7:30pm. Parents will be asked to start leaving the venue at 7:15pm to allow students time to take their seats.

Thursday 25th August - GCSE Results Day (9-11am)

We will be inviting students onto the school site to collect their results from 9:00am until 11:00am. Results not collected during this window will be posted home via 1st Class mail on Thursday..

All students must enter via the Upper School gates and walk into school via Reception. Results will be handed out in the **Upper School Hall**. Parents will not be allowed into the main school building.

Can somebody else collect results?

It is important that if a student wants another person to collect their results we have authorisation from the student as the results belong to them. Year 11s, please use this [Google Form](#) to give the name of the person collecting results if you are unable to attend on results day. This form must be completed by the student using their school email address. We will require photographic ID of the named person on the day in order to release results. We regret that we may not be able to release any results to individuals, other than the student, on this day unless we have prior notice.

Next Steps

We fully appreciate that students may want to discuss their results and possible next steps with staff. We will ensure that the necessary contact details for Further Education providers are available on this day, as students should be contacting them initially if they are concerned that they have not met the entry requirements for their course.

Recounts & Remarks

If any student is considering an appeal (a recount of their marks by the awarding body or a full remark of the script) they must contact the school no later than Friday 9th September. No appeals will be accepted by the exam boards directly. Please email exams@westfieldacademy.co.uk to discuss your options. This will be monitored by myself and Ms Taylor (Exams Officer) and we will endeavour to respond within 24hrs.



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Scholarship - Teamwork - Resilience
Integrity - Versatility - Empathy

Chromebook Returns & Uniform/Equipment Donations

We require those students who have a loan Chromebook and charger to return these to school on or before Tuesday 28th June. These can be handed in to Reception or your Head of Year.

If you should have any uniform or PE kit that could be donated to the school, as part of our new Pre-Loved uniform scheme, this would be very gratefully received. This can be taken to school Reception or passed on via the Heads of Year. There will be the facility for students to donate blazers and ties after the Leavers Assembly. Any unwanted equipment, in particular scientific calculators and other maths equipment would also be gratefully received by the school. Please leave any equipment on your exam desks after your final exam and this will be used to help students in future years.

GCSE Presentation Evening - November 2022 (Date TBC)

We are pleased to be able to invite students and parents into school again to celebrate our students' achievements. Further details and information will be posted home prior to the event once we have confirmation from awarding bodies regarding certificate dispatch to schools.

We would like to take this opportunity to wish all of the Year 11 students the very best for their futures. It has been a pleasure working with them during their five years at Westfield Academy. Thank you also for the support from parents and carers, especially during the two years where the students were faced with the most uncertain times. The resilience and determination shown will stand them in good stead for pastures new.

Yours faithfully

A handwritten signature in black ink, appearing to read 'M. Reid', with a stylized flourish at the end.

Mr M Reid
Deputy Headteacher