



Dear Parents/Carers

The exam season is now upon us. Y11 exams have started for some, however, all students are involved over the next few days. I would like to wish them good luck and I hope they get the results they deserve. Students and staff have worked incredibly hard to ensure they are exam ready and a final push is what is required now. There is important information in this newsletter regarding the collection of results in August.

Once students arrive at school in the morning they must remain on site. Some students have left site to go to the shop. This is a safeguarding issue and all students are aware that breakfast is available in school until 8.30am. Thank you for your support with this matter.

Regards

Thomas Rothwell  
Principal

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**SPECIAL POINTS OF INTEREST**

- Exam Results
- Phot Consent
- Key Dates

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## Exam Results

For this year's achievers their results can be collected:

**16 August - A level – 8.30am until 11am via the main entrance**  
**AS level –10am until 12pm**

Any uncollected results will be locked in the Exams Office and will not be available for collection until 4th September.

**23 August - GCSE – 9.30am until 1pm via the main entrance**

Any uncollected results will be locked in the Exams Office and will not be available for collection until 4th September.

Y11 only – For any other students who have sat a GCSE exam they will receive their results when they return to school in September.



### Collection of Exam Results

- **In all cases results belong to the student**
- **No results can be emailed as secure transfer is not guaranteed**

The student must collect their results. If they are not able to please notify:  
[krawling@lightcliffeacademy.co.uk](mailto:krawling@lightcliffeacademy.co.uk) in advance of their respective result day.

The options if the student cannot collect in person.

- A stamped addressed envelope can be dropped at school before the day and they will be posted. Please ensure there is sufficient postage for the size of envelope.  
*An A4 envelope will need a large 1<sup>st</sup> or 2<sup>nd</sup> class stamp not a regular postage stamp as the cost is more for the larger envelope. If the postage is incorrect the item will not be delivered and will not only incur a surcharge but will need collecting from your nearest sorting office.*

- Alternatively a note written by the student can be accepted and the person needs to have ID.

ie;

I Joe Taylor give permission for Jane Taylor to collect my results on my behalf

Signed: *J Taylor*

### **Historical Results:**

For last year's leavers, uncollected certificates are locked away in the main office.

We cannot provide historical data on an on-demand basis.

**Certificates** – we are not obliged to keep longer than 2 years therefore requests should be directed to the Awarding Body for proof of achievement.

We may be able to provide a Statement of Results which needs to be requested by email to [krawling@lightcliffeacademy.co.uk](mailto:krawling@lightcliffeacademy.co.uk) which will then be collected or posted, it cannot be emailed.

### **Collection of Certificates**

Certificates for last summer's exams are locked away within the reception.

If the student is not able to collect their certificates they must send a note with whomever is collecting them on their behalf and the person needs to have some ID.

ie;

I Joe Taylor give permission for Jane Taylor to collect my certificates on my behalf

Signed: *J Taylor*

## **IMPORTANT REMINDER—UPDATED PHOTOGRAPH CONSENT**

The new General Data Protection Regulations (GDPR) are due to take effect on **25<sup>th</sup> May 2018**.

To ensure we are meeting the new regulations, we require your updated consent to take and use images of your child for certain purposes.

A letter with further information was sent home for each individual student from Year 7-13 in **March**. Please check the letter and the information provided, complete the consent, scan and email to [contactus@lightcliffeacademy.co.uk](mailto:contactus@lightcliffeacademy.co.uk)  
Alternatively, please return to Miss Cuthbert via Main Reception.

We understand that you may have previously given permission for your child's images to be used but would appreciate you taking the time to provide the relevant consent again.

If we have not received the relevant signed consent for your child, we will be unable to use their image to celebrate their successes and achievements in items such as the Principal's Newsletter, Internal Displays and during Trips & Visits etc.

If you have any questions about the consent you are giving, please do not hesitate to [contact us](#) or go to our Academy [website](#) to view the Privacy Notice - [www.abbeymat.co.uk/privacy-notices](http://www.abbeymat.co.uk/privacy-notices)

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### **Data Collection and PTP3 Progress Reports – Year 7**

Data Collection Sheets for Year 7 and 8 have been sent out via students along with their PTP3 Progress Reports.

Please can you make any necessary changes to you and your child's details, sign and return to Reception. Alternatively, please scan and email to [contactus@lightcliffeacademy.co.uk](mailto:contactus@lightcliffeacademy.co.uk)

It is very important that we have correct and up-to-date information for you and your child.

Thank you.

## Y8 Options Timeline

<b>Options Form Returned:</b>	Wednesday 23 <sup>rd</sup> May 2018
<b>May Half Term:</b>	Week commencing 28 <sup>th</sup> May 2018
<b>Option Choices Confirmed:</b>	Mid July 2018.

## LOST PROPERTY

**Please note that all lost property is now stored in a locked cupboard.**

**There are quite a few items of PE kit, coats, boots and bags.**

**Also, we have a number of smaller items of lost property  
– spectacles, keys, pencil cases, wallets, jewellery.**

**All lost property will be on display at lunch time leading up to the next ½ term break, meanwhile, if you think your child has any lost items please ask them to speak to Mrs Ackroyd in the Main Office.**

**Reminder – Please ensure that items belonging to your child are NAMED, especially PE kit/Outdoor Coats. This makes it much easier to return lost items.**



## Sports Centre

As you are aware students are not permitted to be on school site without a member of staff supervising them.

This includes the 3G Astro Turf, fitness suite, tennis courts, playing fields and all of the halls.

Anyone on school site during evenings, weekends and/or school holidays who is not part of an organised group will be asked to leave the premises and as such is trespassing.



### KEY DATES

#### May

14th Y11 Exams start  
24th Y13 Prom

#### June

5th Parents Forum 6pm  
11th Friends of Lightcliffe 6pm  
12th Y9 Parents Evening  
21st New Parents Evening (Y6)  
27th Y7 Parents Evening  
29th PHSCE Day



Term Dates can be viewed on the school website