



Dear Parent/Guardian,

As the end of term is fast approaching, I am writing to provide with further details regarding the collection of GCSE examination results.

GCSE/BTEC Level 1&2/City & Guilds/Agored Cymru will be released for collection on Thursday **24th August**. School will be open to students from **9.00am** on that day. We ask that students arrive at the main entrance and then make their way to the Drama Studio to collect their examination results. The school's Head of Sixth Form and a representative from Careers Wales will also be available in the Library to discuss next steps.

If your child is unable to come into school to collect their examination results, there are three options available:

1. Nominate someone on their behalf to collect their results. The person nominated must bring Identification with them to show the Exam Officer.
2. Results can be posted to the student. A stamped, self-addressed envelope needs to be provided to the Exam Officer. The results are not posted until the results date, so will not arrive until the day after.
3. Results can be emailed to a student's school e mail address on the results day. This would be after 9:30am.

If you would like to use one of these options, students need to email the school's Exam Officer from their school email address, by Wednesday 19th July.

Exam Officer: wendy.baxter@aberconwy.conwy.sch.uk

Certificates

Results Certificates are sent from the Exam Boards in the November/December following results day.

They will be available for collection from Reception from January 2024 onwards.

Under regulations, we are authorised to keep certificates for 12 months from the date of issue. After 12 months, any unclaimed certificates can then be destroyed in a confidential manner.

Certificates are valuable documents as they are the official record of exam results and should be looked after very carefully. The school cannot provide replacements if they are lost; you must request replacements from the exam boards directly, for which they charge a fee.

Yours faithfully,

Gaynor Murphy
Deputy Headteacher

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Annwyl Riant/Warcheidwad,

Gan fod diwedd y tymor yn prysur agosáu, ysgrifennaf atoch i roi rhagor o fanylion ynglŷn â chasglu canlyniadau arholiadau TGAU.

Bydd TGAU/BTEC Lefel 1&2/City & Guilds/Agored Cymru yn cael eu rhyddhau i'w casglu **ddydd Iau Awst 24ain**. Bydd yr ysgol ar agor i fyfyrwyr o **9.00yb** ar y diwrnod hwnnw. Gofynnwn i fyfyrwyr gyrraedd y brif fynedfa ac yna gwneud eu ffordd i'r Stiwdio Ddrama i gasglu eu canlyniadau arholiad. Bydd Pennaeth Chweched Dosbarth yr ysgol a chynrychiolydd o Gyrfa Cymru hefyd ar gael yn y Llyfrgell i drafod y camau nesaf.

Os na all eich plentyn ddod i'r ysgol i gasglu ei ganlyniadau arholiad, mae tri opsiwn ar gael:

1. Enwebu rhywun ar eu rhan i gasglu eu canlyniadau. Rhaid i'r sawl a enwebir ddod â dogfen adnabod gyda nhw i'w dangos i'r Swyddog Arholiadau.
2. Gellir postio'r canlyniadau at y myfyriwr. Mae angen rhoi amlen hunangyfeiriedig â stamp i'r Swyddog Arholiadau. Ni chaiff y canlyniadau eu postio tan ddyddiad y canlyniadau, felly ni fyddant yn cyrraedd tan y diwrnod wedyn.
3. Gellir e-bostio canlyniadau i gyfeiriad e-bost ysgol myfyriwr ar ddiwrnod y canlyniadau. Byddai hyn ar ôl 9:30yb.

Os hoffech ddefnyddio un o'r opsiynau hyn, bydd angen i fyfyrwyr anfon e-bost at Swyddog Arholiadau'r ysgol o'u cyfeiriad e-bost ysgol, erbyn dydd Mercher Gorffennaf 19fed.

Swyddog Arholiadau: wendy.baxter@aberconwy.conwy.sch.uk

Tystysgrifau

Anfonir Tystysgrifau Canlyniadau gan y Byrddau Arholi ym y mis Tachwedd/Rhagfyr yn dilyn y diwrnod canlyniadau.

Byddant ar gael i'w casglu o'r Dderbynfa o Ionawr 2023 ymlaen.

O dan reoliadau, mae gennym awdurdod i gadw tystysgrifau am 12 mis o'r dyddiad cyhoeddi. Ar ôl 12 mis, gall unrhyw dystysgrifau nas hawliwyd gael eu dinistrio mewn modd cyfrinachol.

Mae tystysgrifau yn ddogfennau gwerthfawr gan eu bod yn gofnod swyddogol o ganlyniadau arholiadau a dylid gofalu amdanynt. Ni all yr ysgol ddarparu rhai yn eu lle os cânt eu colli; bydd rhaid i chi ofyn yn uniongyrchol i'r byrddau arholi am gopi arall, a byddant yn codi ffi am hyn.

Yn gywir,

Gaynor Murphy
Dirprwy Bennaeth

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