

# King's School



Headteacher, Mrs E Bryson

Mansergh Barracks, BFPO 113

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email: [KCN.enquiries@modschoools.org](mailto:KCN.enquiries@modschoools.org)

Dear Parent,

This summer's exam results will be sent out by school coms on the following dates:

GCE 15<sup>th</sup> August 2019  
GCSE 22<sup>nd</sup> August 2019

As the results come under the data protection act, your son/daughter must give us permission to send their results via school coms. Can you please ask your son/daughter to complete the form below? If this is not received by the school then your son/daughter's results will not be able to be sent out via school coms.

I..... of tutor group ..... give permission for King's School to send out my results via school coms.

Candidate Number:.....

E-mail Address .....  
(The email address that we hold at school will be updated to this one)

Signature:.....

Date:.....

**This letter must be completed and returned to the exams office by the 14th June.**



Please could you return the attached slip to me confirming your address for the sending out of certificates. If we do not receive a forwarding address we will be unable to send out your child's certificates.

The exam certificates will be posted out during November, so you will need to provide me with an address that will reach you at that time. This does not have to be your own address, it could be the address of someone you know who is willing to accept delivery of the exam certificates. All certificates are sent by recorded delivery, so will need to be signed for on receipt.

**If you are requesting your certificates to be sent to a BFPO address then please use the following format.**

Name  
C/O Service number, Rank and Name  
Unit or Regiment  
Operation name (if applicable)  
BFPO number

If you prefer, you can email your details to the following address: [kcn.exams@scschools.org](mailto:kcn.exams@scschools.org)

**Mr Colin McLachlan  
Examinations Officer  
King's School**

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**Forwarding Address for Certificates (please return to the Exams):**

**Candidate No:**.....

**Candidate Name:**.....

**Address you wish the exam certificates to be sent to:**

.....  
.....  
.....

**Student signature**.....

