



18<sup>th</sup> July 2025

## A-level Results Day – Thursday 14<sup>th</sup> August 2025: 8.00-10.00am

Dear Year 13 Students and Parents

We are writing today with details of this year's A-level Results Day, which takes place on **Thursday 14<sup>th</sup> August 2025**, and to confirm that the school will be open **between 8.00am and 10.00am** for students to collect their exam results.

Staff will be available to provide support and guidance during the morning and students will be able to speak to staff from the Sixth Form team if they would like to discuss post-Sixth Form options; and staff including Mrs Sudbery and Miss Watson if they would like to discuss the review of results/appeals process for any of their A-level grades, including the priority review of marking service.

Students who would like advice relating to their A-level results can access this by speaking to staff in school until midday on results day itself or by emailing [exams@kls.herts.sch.uk](mailto:exams@kls.herts.sch.uk) if further support is needed after results day. We would request that students use email to seek advice or discuss appeals, rather than telephoning the school, so that correspondence can be tracked and we can ensure that all requests are responded to. Detailed guidance on this year's appeals process has been prepared and is available on the school website as well as on results day.

### Collection of results by a third party:

Please note that, if a student is unable to attend school on results day, parents are not able to collect results on their behalf without prior arrangements being made. Students should inform Miss Watson in the Exams Office by email ([exams@kls.herts.sch.uk](mailto:exams@kls.herts.sch.uk)) from their KLS email account of the name of the person to whom they are giving permission to collect their results on their behalf, and any nominated person collecting results on a student's behalf will need to bring photo identification with them. Students can also email the Exams Office to request that their results are emailed to them. The deadline to make all requests of this kind is Friday 8<sup>th</sup> August 2025. Any uncollected results will be posted to the address that is held on the school system on the afternoon of Thursday 14<sup>th</sup> August 2025.

### Clearing process:

Navigating the UCAS Clearing process can be a crucial step for students who do not receive offers from their chosen universities, do not meet the conditions of their offers or do not secure a place through the regular application process. As a parent, supporting a student through Clearing involves understanding the process, providing emotional support and assisting with practical steps, and the following weblinks have been provided to assist you to support your young person should they choose to go through Clearing:

<https://www.ucas.com/undergraduate/clearing-and-results-day/what-clearing/clearing-guide-parents>

<https://www.ucas.com/undergraduate/clearing-and-results-day/what-clearing>

<https://www.ucas.com/undergraduate/clearing-and-results-day/what-clearing/top-tips-calling-universities-during-clearing>

Now that we have reached the end of the A-level exam period, we would like to take this opportunity to wish our students and their parents all the best for the summer ahead and we look forward to seeing you on results day.

Kind regards

Mrs L Sudbery  
Deputy Headteacher

Miss J Watson  
Examinations Officer

