



3 July 2020

Dear Student

The centre assessed grades are now with the exam boards and they are currently carrying out the process of moderation. We are unable to share with you any details of the grades, but please be assured that we have done everything that we can to provide centre assessed grades as fairly and as accurately as possible for each of you. You will be able to collect your results in person from the sixth form on Thursday 13 August 2020. This year, due to the ongoing situation with Covid-19, we will be giving out results in a staggered way. You will need to collect your results on your own in the time slot provided as detailed below.

Time slot	First initial of surname
9.00am - 9.30am	A to C
9.30am - 10.00am	D to I
10.00am - 10.30am	J to L
10.30am - 11.00am	M to O
11.00am - 11.30am	P to S
11.30am - 12.00pm	T to Z

Unfortunately, at this current time we cannot allow friends and family to come in to collect the results with students, due to numbers and the need to minimise numbers of people in and around the building. Weather permitting, results will be issued outside of Campus Reception. You will be asked to line up using the markings on the ground to ensure social distancing when waiting for results.

If you are unable to collect your results and wish for someone else to collect them on your behalf, you must put this in writing to Mrs Musson as soon as possible. This can be emailed to natalie.musson@notleyhigh.com. The person collecting the results must have a form of identification with them on results day; otherwise results cannot be released. If results are not collected on this day they will be posted to the student. If you neither wish to collect your results in person nor to nominate someone to collect on your behalf, your paper results slips will be posted to you by first class post and should reach you on Thursday 13 August 2020.

Please let Mrs Musson know by Friday 31 July 2020.

On results day, if there are any issues, Mr Bridgwater and Mrs Townsend will be available to respond to emails from around 8am. If emailing, please state as clearly as possible the nature of your query and supply a contact number if you wish to be called back. Emails will be prioritised and responded to as soon as possible.

Mrs Townsend, Mr Bridgwater and Mr Nitsche will be available to meet with during the school day, to speak to over the phone, or via email to give help and guidance if needed.



Re-marks

These will not be happening this year, as you have not taken exams.

Autumn Exams

An exam resit series for the Autumn term has been announced, with some further details being issued this week. These can be found [here](#). Students who decide they wish to re-sit any exams in the Autumn term will be provided with support in due course.

UCAS Applications:

Please note that UCAS Track will not be available until approximately 8am on results day. When Track does go live, applicants can see either confirmation of their places or status updates. Do wait for Track to go live as it is possible that places will be confirmed for some students who have marginally missed offers.

As well as the guidance that follows, further information can be found on the UCAS website:

www.ucas.com/students/results

If you achieve the conditions of your CF (firm) offer

If you have met the conditions, then UCAS will automatically send you a final confirmation of your place. You must reply to this confirmation immediately if required to do so. (If you are going to turn down the place, do so as soon as possible so that the place can be offered to someone else.)

Once you have got your confirmation of a place, check to make sure that you have finalised your financial support and accommodation.

If you do not get your CF grades but you do achieve your CI (insurance) grades

Check the conditions as above. UCAS will send you confirmation of your place. Proceed as above.

If you have only just missed your CF offer then there may be a chance that the institution will still take you; if so UCAS will inform you. It is also possible that they may take you even if they have initially rejected you on Track. Call Mr Bridgwater for advice on this. However, you cannot assume your CF institution will take you. If you miss your CF the institution may offer you a place on an alternative course or a foundation year. Although the foundation year will add another year to your degree, this option maybe preferable to your CI choice or Clearing, given it was the university you wished to attend and your accommodation is probably already arranged.

If you achieve higher grades than required by your firm choice offer

UCAS Adjustment is a chance for you to reconsider where and what to study. If you have had a conditional firm choice accepted – and therefore made into an unconditional firm choice – you could potentially swap your place for one on another course you prefer. Adjustment is available from A Level results day until 31 August 2020. It is entirely optional, and a lot of competitive courses will be full – but other applicants might have missed their conditions or swapped a course too, so it could be worth seeing what is available. You register for Adjustment in UCAS Track.

If you do not achieve your CF or CI offer grades and have no confirmed place, Clearing is open to you.

Notley Road
Braintree
Essex CM7 1WY
t: 01376 556353

w: braintreesixthform.com
e: enquiries@braintreesixthform.com



The Clearing System

More than 50,000 people will normally find university and college places through Clearing. The important thing is to be flexible. If your grades are below the grades required for the course you wanted to do, consider trying for related courses where the grade requirements are lower. For example, if you have failed to get the grades for your History course, you could consider applying through Clearing for an Economic or Social History course where the typical entry grades are lower. If your grades are not good enough for Biology, you could consider Zoology. Similarly when you contact a university or college you should be prepared to suggest to them that if they are not able to take you for one course, could they offer you an alternative. In other words, be prepared to adapt to changed circumstances.

How does Clearing work?

Clearing matches applicants who have not secured a university or college place with suitable vacancies.

You are eligible for Clearing if you are not holding any offers or if you did not fulfil the requirements of your offers. If you are eligible, UCAS will automatically let you know. You can then find out your Clearing Entry Number using Track.

The system is being updated this year to make it easier, with the introduction of CLEARING PLUS. This uses an algorithm to match you with course vacancies which will be suggested to you, and you can then apply for these online. It will be available from 6 July 2020 until 31 August 2020. Full details of this will be emailed to you all when they are available. This is an additional service, and you will still need to be proactive in searching for clearing options, especially if you are looking for a different course to that which you originally applied. In addition, several universities are stating that their clearing processes will be entirely via online forms this year, rather than over the telephone.

How do I find courses with vacancies?

The UCAS website at www.ucas.com will have an interactive Clearing Course Search which will be updated regularly and goes live with vacancies on 6 July 2020. Some newspapers will also publish Clearing information.

What next?

Use Clearing Plus or contact directly the universities and colleges offering courses which interest you.

Have your UCAS applicant number and your CEF number handy. Remember you will probably be asked questions about your exam results and should be ready to explain them.

What do I do when a university or college offers me a place?

Do not be hasty - remember you could be spending the next three or four years there! If you want to know more, pay a visit. If you are sure that the course is for you, you can accept the offer via Track from 3pm on results day. UCAS will then send you an official confirmation letter. Make sure that you

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inform Mr Bridgwater when you have accepted a clearing offer, as this information is needed for our tracking of destinations.

CLEARING ADVICE: Prior to results day check the Clearing list to see which courses are available. It may be that the course you have applied to is in Clearing. Draw up a long list of courses you are interested in. This will save you time if your offer is not confirmed on results day, and help with telephone conversations which you may then have.

If you are taking a GAP year and intend to go to university in 2021

If you have already either applied for 2021 or arranged to defer until 2021, and you have got the required grades, UCAS will send you a confirmation of your place. If you are certain that you want to accept the place you reply as required. If you want to turn down the place because you wish now to go elsewhere, you must inform UCAS; if you do not turn down the place, you will not be allowed to apply for any other university for 2020 entry until you have done so.

What if I have changed my mind?

The UCAS terms & conditions state that if you fulfil the conditions of your CF or CI offer but you decide that you do not want to take up the place, then you are withdrawing from the UCAS application cycle for 2020 entry. However, you can ask to be released into Clearing if you want to look for an alternative. The UCAS system has recently been improved and now allows you to release yourself from your offer through Track, using the 'DECLINE MY PLACE' button. You will only be able to use this button if your place has been confirmed. If it has not yet been confirmed, you will need to contact the university directly. Please do not use this button or contact the university until you have had advice from the sixth form team.

If you get the grades of your CF offer, but now want to go to your CI institution

You would have to contact the CI institution to see if they would take you and if so, then use Track to release you from your firm offer.

In some circumstances, you may wish to withdraw completely and apply for entry in 2021. Please speak to Mr Bridgwater or Mrs Townsend for advice before you take this decision.

Enjoy the summer, and we look forward to seeing you on results day. We hope very much to be able to invite you back to sixth form later in the year to collect your certificates and see peers and staff again, but we will confirm arrangements for this when we are able to be confident that this can take place.

Yours faithfully

Mrs M Townsend
Assistant Headteacher – KS5

Mr N Bridgwater
UCAS/Destinations Manager

Mrs N Musson
Exams Officer

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