

November 2025

Dear Parents and Carers

We are writing to inform you that your child's GCSE certificates are now available for collection. Please be aware that, in accordance with the Joint Council for Qualifications regulations, we are only obliged to hold certificates for 12 months after the date of issue. After this time, we are permitted to destroy any remaining unclaimed, so please ensure that certificates are collected as promptly as possible.

Weald Y12 Students

All certificates are available to collect from Mrs Pring's Office in the Sixth Form hub.

Students who have left Weald

Certificates will be available for collection from reception at the campus they attended, i.e. ex-Tonbridge students will need to collect from the Tonbridge Reception, and ex-Sevenoaks students will need to visit the Sevenoaks Reception. **Certificates will be available to collect between 9am and 4pm during term time only.** Please make sure they bring some photographic identification in order for the certificates to be released.

We are conscious that some students might be unable to collect their certificates in person. **We are able to release certificates to a nominated person (e.g. a parent/sibling/friend) but only if we receive explicit written instructions to do so.** If this is preferred, please ensure that the student emails exams@wealdgs.org stating the name of the nominated person. Only once we have received this information can we release the certificates to the nominated person who should bring photographic identification.

Replacement certificates

Finally, please remind students to keep their certificates safe. They can be replaced – but at a cost. Each exam board charges in the region of £50 per replacement certificate and students may have sat exams from up to four different exam boards, therefore replacing them can be an expensive exercise.

Many thanks and please pass on our congratulations for their amazing results.

Kind regards

Mrs S Dyos & Dr K Hollings
Examinations Department



Headteacher Mr R V Booth
Tudeley Lane, Tonbridge, Kent TN9 2JP
Seal Hollow Road, Sevenoaks, Kent TN13 2SN
Tel: 01732 373500
Email: school@wealdgs.org
Website: www.wealdgs.org
Weald of Kent Grammar School Academy Trust
Charity, incorporated in England and Wales
Registration Number 7451660, Limited by Guarantee