RISEDALE
A family of learners

RISEDALE SCHOOL
Headteacher: Mrs L Greenwood - BA (Dunelm), NPQH
Hipswell, Catterick Garrison, North Yorkshire. DL9 4BD
Tel: 01748 833501 | Email: enquiries@risedale.org.uk
www.risedale.org.uk | @RisedaleSchool @RisedaleFamily

Permission to Collect Exam Certificates

Important – Appointments Required: Certificates cannot be collected without a prior booking. Please contact our Examinations Officer, Mrs A Whitfield, either by email: whitfield.a@risedale.org.uk or by telephone: 01748 833501 to arrange a collection time before visiting the school.

If someone else is collecting your certificates on your behalf, please complete and sign this slip. **Your nominated person must bring this completed slip, along with valid photo ID, when they collect your certificates.**

Alternative options: Instead of this slip, you may provide a signed handwritten note or send an email to whitfield.a@risedale.org.uk containing the exact same details. Emails must be sent from your Risedale email address or the personal email address you previously registered with the school.

Authorisation Details:

I give permission for (full name of collector): ……

Relationship to me (e.g., parent, carer, friend): ……

to collect my exam certificates on my behalf.

Pupil's Full Name (please print): ……

Pupil's Signature: …… **Date:** ……

Before You Visit – Quick Reminders:

- **School Resources:** Please use this visit to return any school library books, textbooks, or loaned revision materials.
- **Uniform Donations:** If you have any clean, outgrown Risedale uniform that you no longer need, we would gratefully accept donations.