



King's Academy **Easthampstead Park**
It takes a whole community to raise a child.

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11th November 2024

Dear Students

Key Stage 4 Presentation Evening – Monday 25th November 2024

I am writing to invite you and two guests to the KS4 Presentation Evening for the official presentation of your GCSE Certificates and Awards.

The Presentation Evening will take place on **Monday 25th November 2024 in the Downshire Theatre and begins promptly at 5.30pm.**

Students are requested to arrive by 5.00pm and meet in the Humanities corridor. Students are requested to wear smart clothing as the certificates will be formally presented to them.

Please could guests make their way directly to the Downshire Theatre and be seated by 5.30pm.

It is a wonderful occasion for students to officially acknowledge your achievements at GCSE as well as being a reunion with your peers, and an opportunity for you to collect your official examination certificates, which you will need to produce to prospective employers in the future.

The evening is a popular one and as such we need to know numbers in advance for seating. I do hope that you will be able to attend and ask you to confirm your attendance and the number of guest places by completing the google form using this link [KS4 GCSE Presentation Evening](#) by **Tuesday 19th November.**

Should you have any queries or if you are unable to access the form, please do not hesitate to contact Ms Sarah Pego, Data and Exams Manager, via email at sarah.pego@kgaeasthampstead.uk or by telephone on 01344 390811.

We look forward to seeing you.

Yours sincerely

Miss L Preston
Head of Year 11, Class of 2024



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