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September 2026

Dear parent/carer,

RE : ART AND PHOTOGRAPHY WORK COLLECTION

I hope this letter finds you well.

I would like to remind you of the process for collecting your child's GCSE or A-Level work, which will be available for collection following the October half-term break.

A reminder of the collection process is outlined below:

1. Pupils can email l.blackham@chaseterraceacademy.co.uk with their full name and the group they were in (Mrs Van Daalen, Miss Blackham, Mr Gough or Mr Kamentschuk' s group).
2. Please wait for an email confirmation, which will include a 7-day window during which work will be placed at reception for collection.
3. Collect the work during the allocated window.

Please note:

- Work cannot be collected without prior confirmation.
- If the work is not collected within the 7-day window, it will be removed from reception and the process must be restarted.
- A family member or sibling may collect the work on the pupil's behalf, but the outlined process must still be followed.

Please also be aware that any uncollected work will be disposed of after the December break due to limited storage space in the exam cupboard.

Thank you for your support.

Kind regards,

Mrs Van Daalen
Head of Art and Photography