



Portadown College

Principal: Gillian R Gibb, BA(Hons), PGCE, MSc, PQH(NI)

3 July 2020

Dear Year 14 Parent/Carer

As we commence the holidays at the close of what have been truly unprecedented Spring and Summer Terms for Portadown College, I write to acknowledge my heartfelt gratitude to you, our young people and staff for the positivity and goodwill demonstrated throughout these challenging months. In particular, I wish to place on record my pride in our young people who have exemplified resilience, dedication and industry since the onset of school closure. Regrettably, we have been unable to celebrate with our Class of 2020 what is ordinarily a memorable rite of passage as they depart College to embark upon their journey beyond PC. We do hope, when it is safe to do so, that our Year 14 leavers can celebrate their College experience with us in appropriate style.

At this time, I write to advise you in respect of arrangements for the issue of A Level results on **Thursday 13 August 2020**. Due to ongoing public health guidance, it is most unfortunate that there will not be an opportunity for students to gather with friends and teachers in College as is the custom on Results Day.

- AS and A Level results will be issued online. Your son/daughter has already received information in this regard.
- AQA/WJEC results will be issued in school as below:

Time	Assembly Hall <i>Enter via main College entrance</i>
9:00 -9:15am	Computer Science, Drama, Travel & Tourism (WJEC)
9:15 -9:30am	Psychology (AQA)

Please note that in order to safeguard students and staff on Thursday 13 August 2020, I would request that you encourage your son/daughter to adhere to the social distancing and Public Health Agency guidance in place at that time. Please be advised that a one-way system will be in place for collection of results and movement through the College. Students are requested to follow the signage in College accordingly.

Year 14 students can request CEIAG (Careers Education, Information, Advice and Guidance) support by completing a Google Form accessible on their Google Classroom. Any student coming into College to speak with Mr Quaille or Mrs Coen is required to enter the College via the Gilford Road doors and follow a one-way system to Room 17/H2 and to exit the building.

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Accessing Online Information

I am aware that some students may be encountering difficulties accessing information via C2k.

If users need to reset their password from outside school, and they know their previous password, this can be done via the following link: <https://services.c2kni.net/ums/>

Users will be asked to provide their account information and security verification as below:

The new password will have a lifecycle of 120 days.

If a student's password expires and they do not remember their password during the summer holidays, a parent or carer can email resetmypassword@c2kni.org.uk and provide the following information:

- student first name and surname;
- student date of birth;
- student username;
- name of school;
- school address.

When EA staff make contact, the parent/carers will be asked to provide some other details to verify the student's identity. The member of C2k staff will check the details provided against the records held in the school and once verified, will reset the student's password.

Should you have any additional queries over the summer months, you are most welcome to contact me here in College via the info account (info@pc.portadown.ni.sch.uk).

In closing, may I take this opportunity to wish you and your son/daughter a relaxing and enjoyable summer spent in the company of family and friends.

Yours sincerely



Gillian R Gibb
Principal