

Our Reference:
KS4/June/REM/SUM/2024

4 July 2024

Dear Headteacher/Principal,

If you are not the headteacher/principal, please forward this email to the appropriate person

2024 Key Stage 4 (KS4) June Checking Exercise

The KS4 June Checking Exercise will close at 5:00pm on Friday 5 July 2024.

Action to take by 5:00pm on Friday 5 July 2024

This is a reminder that once your school has made all individual pupil removal requests, a 'full return summary' must be submitted **by 5:00pm on Friday 5 July 2024**.

Once your 'full return summary' has been submitted, your school or college will no longer be able to request any further pupil amendments or amend any requests already made.

Please note, if you do not submit your 'full return summary' your individual pupil amendment requests will not be visible and therefore cannot be considered.

If you are experiencing any issues when submitting your school or college 'full return summary' please [send a message](#) to the CYPMD Help Centre.

Yours faithfully

Department for Education