



September 4th, 2020.

Dear LC Class 2020,

We wish you our LC Class of 2020 best wishes for your LC results day and CAO offers. You will be receiving your results online on Monday 7th. If there is anyone who has difficulty doing that, please contact us at 090 6432267 and we will help you. Also if you need help getting a printout, we will do that for you, again just contact us at 0906432267.

If you would like to discuss your options with a guidance counsellor, you can contact the guidance counsellors at guidance@mercyballymahon.ie to arrange an appointment or if you just want to talk or discuss an issue, call us.

Due to Covid-19 restrictions you must make an appointment before you can come to the school. When you arrive at the school for an appointment, please follow the procedure outlined below.

Procedure for entering the school for LC 2020 students having made an appointment in advance.

- You must wear a face mask (at all times in the school building) and sanitise your hands on entering and exiting the building.
- You must sign in at office and fill in the Contact Tracing Log. You will then exit the building.
- You will enter the guidance offices through **Entrance 1** for Mr. Larkin and **Entrance 2** for Ms. O'Brien.
- On leaving the Guidance office you must return to Reception by exiting through the door you came in and go back to Reception to complete the Contact Tracing Log.

Students requesting their estimated mark and ranking from the school

- LC 2020 students will be provided with access to their estimated mark via the online portal on Monday 14th September.
- It was also intended to provide students with the class rank order provided by the school on 14 September. However, an issue has arisen regarding the provision to students on 14 September of their class rank order in subjects, provided by their school as part of the Calculated Grades process. The issue relates to the General Data Protection Regulation and the personal data of candidates. The Department is seeking legal advice on this matter
- The School will not be in a position to share any information or data on the estimated marking or ranking process or outcomes with any person or under any circumstances.
- In addition, the formal appeal process is available to students who wish to validate that the portal record of estimated grade accurately reflects the school record.

You will also receive a link to a presentation from our guidance counsellors which hopefully you will find helpful.

I know this a stressful time for you as you approach your results day. Again we wish you all the best. We are here to support you.

Kind regards,

Ms. Donohue. Mr.Kenny.