



4<sup>th</sup> April 2022

Dear Students and Parents,

I do hope that this letter finds you well and that the students have settled into the routine to the calendar of green assessments. Feedback so far from students is that they are finding them a useful tool to help them to prepare for the summer examination series.

I am writing to you regarding the process for celebrating the end of year 13 and also the support we will continue to offer your child once the examinations begin in May.

Public examinations begin on the 16<sup>th</sup> May and will finish on the 28<sup>th</sup> June. Individual timetables for students will be issued after Easter so that students can prioritise their revision and form their own personal revision timetables.

Year 13 will rejoice in the end of formal lessons on Thursday 12<sup>th</sup> May with a morning of celebration.

The morning will see students arrive in fancy dress or mufti, celebrate with their tutors and Head of Year in a special assembly, this will then be followed by some entertainment on the playground, perhaps in the form of a bouncy castle. There will also be an opportunity for subject teaching staff to celebrate with the students at breaktime before the students are dismissed from school at 12 noon.

## **Before Half Term**

From the 16<sup>th</sup> May, we strongly recommend that students attend school as normal. Teachers will be available in line with the usual school timetable to work with students to ensure that they are in the best possible position to perform to their full potential in the examinations in May/June. Staff will have past paper questions on hand to work through with students as well as other revision material to help support students. Staff will also be able to answer bespoke questions that students might come into school with, after revising independently. Students are strongly encouraged to attend lessons when they do not have an examination to order to maximise the support that subject specialists can provide. Teachers will be on hand right up to the day of the very last examination which will take place on the 28<sup>th</sup> June for some students.

Teachers will of course allow students to revise independently within their lessons, for example if your child has a science examination that afternoon or the next day, and wants to revise for the science examination in say, a French lesson, that will be supported fully.

Some students might feel that studying at home is the best way for them to prepare for the examinations and we will of course support this. We will request however, that parents complete a form to state that they give their permission for this to happen. This is an OPT OUT period for students. We will assume attendance for all students unless parents have opted out. Details of how to opt out will be sent after Easter once the students have been given their individualised examination timetables.



Attendance at school is expected up until the May half term for all lessons unless your child has an examination. Attendance will still be monitored by our attendance officer and parents will continue to be contacted up to the May half term if their child is not present.

## After Half Term

After the half term, attendance will no longer be monitored by the school in the same way as the examinations are far more frequent and students might feel that revising at home before an examination is the best way for them to prepare. Revising at home in the morning before an afternoon examination might be the best preparation for your child, likewise, going home after an examination that has been sat in the morning may also be the best way of supporting your child's wellbeing during the examination period. Teacher will however continue to be on hand in school to work with any students who wish to continue to attend lessons and maximise the support we can offer students right up to the 28<sup>th</sup> June.

Parents will be asked to complete a second form to indicate when their child would like to take advantage of the support that teachers can provide. This is an OPT IN period of time. We will assume students are not attending school (unless they have an examination) and will therefore not contact parents for non-attendance, unless parents have completed a second form, that will again be sent after Easter.

Please do not hesitate to contact with myself or Mr Jenkins, the Head of Sixth Form if you have any questions or queries.

Yours sincerely

**Miss Donna Roughton**  
**Assistant Headteacher**