



16th April 2024

Dear Parent/Carer,

Exam Contingency Dates

Year 11 examinations commence on Thursday 9 May. Students are expected to attend school as normal throughout the Summer exam series. Attendance is key to ensure students have access to specialist subject teachers who will support them through their revision and assessments.

Students will have been provided with a copy of all their examination entries and exam dates. Please be aware that Wednesday 26 June has been designated as an exam contingency day. This is put in place every year by JCQ and means all students must be available up until the end of Wednesday 26 June in the event a contingency date is required for an examination.

It is imperative that students attend all their examinations, failure to do so, even with medical evidence, will have a negative impact on a student's grade and parents/carers may be charged exam fees. Should a student be unable to attend an exam due to a serious illness, then Mr Peacock and the school absence line should be contacted urgently. This ensures individual circumstances can be discussed and medical evidence obtained, if appropriate.

Breakfast Revision & Additional Learning

Students will perform their best in the exam when they are prepared, well rested and have eaten. To support students in achieving this we are running breakfast revision session from 08:00-08:30 on the morning of exams. This valuable time helps reassure students at the start of the day and gives them final preparation time prior to the exam. Breakfast revision sessions will finish at 08:30 so that students have time to get breakfast from the Hub before their examinations. All students are invited to attend these sessions. They should arrive by 08:10 and use the rear car park gate entrance, going straight to the allocated classroom. After this time students will not be able to access the school until the usual time of 08:30.

Coursework catch up currently runs after school for invited students. Subjects follow a timetable to invite students on specific days. As we move into exams, students find it more effective to attend revision sessions for a subject they are examining in the next day. To support this, we will be suspending the current coursework catch up timetable from Monday 6 May. Instead, we will invite students to attend revision sessions that have been scheduled based on the exams the next day. To ensure parents and students know when these sessions are running, all revision sessions have been added to the original preparing for success document that was sent out to parents previously and has been attached to this email with the updated sessions. These are labelled as 'additional' and the breakfast revision sessions are also shown. The programme now identifies all the weekend and holiday revision sessions that were available to students previously, but also now includes the 'additional' revision sessions and breakfast revision sessions being offered each day from Monday 6 May.

Principal: Mr Mark Avoth

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Naturally, the most important determinant of success will be the **commitment of your child to work hard over this term**. We will be encouraging students to strive for the outcomes they are capable of achieving and I am sure you will be doing the same. Analysis of our data from previous years has shown that the students who attend revision sessions performed better in their examinations. We would appreciate your support in ensuring that your child attends all the relevant sessions and continues to maintain the highest standards of attendance.

Leavers Day

This year the final date of examination differs for students depending on their subjects. To support students to be successful in their exams, all students are expected to attend school full time up until Wednesday 12 June. From this date students will have fewer exams, so we will be releasing students from school earlier, dependent on their remaining exams. The arrangements from Wednesday 12 June are as follows:

Date	Start time & students required	Finish time
Wednesday 12 June	Only students who take child development to attend. Students who take child development to arrive at 11:30 for revision to commence at 11:35, followed by the examination. All other Year 11 students should revise at home in preparation for Physics exam.	All students released immediately after the child development exam is completed.
Thursday 13 June	No attendance for any Year 11. Year 11 students to complete independent revision at home for Physics exam.	
Friday 14 June	Only Geography students to arrive at 08:00 for breakfast revision and exam. All other students to arrive to school at 11:25 for Physics revision session and Physics exam.	Students will be released immediately after their Physics exam has ended.
Monday 17 June	No attendance for any Year 11	
Tuesday 18 June	Only Design Technology students to attend. Breakfast revision starts at 08:00.	Students studying Design Technology will be released immediately after their exam has ended.
Wednesday 19 June	Only Hospitality & Catering students to attend. Breakfast revision starts at 08:00.	Students studying Hospitality & Catering will be released immediately after their exam has ended.

Wednesday 19 June is the final scheduled examination for Year 11 students. Students will not be expected to attend school after this point. However, they must be available to attend on Wednesday 26 June if the exam contingency date is required by JCQ.

Thank you in anticipation of your support during the coming months.

Yours faithfully,

Mrs T Deane
Associate Vice Principal

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