

Our Ref: 037/19



# St Margaret's Church of England Academy

*"Achievement by faith and work"*

Principal: Mr S Brierley MA NPQH

5<sup>th</sup> April 2019

Dear Parent/Carer

## Year 11 GCSE/BTECs and Study Leave

I am writing to let you know about arrangements for the upcoming Year 11 exams.

### *Study Leave arrangements*

- Lessons will continue as usual at school until Friday 10<sup>th</sup> May. Students must attend school as usual during this period.
- Most students' first exam will take place on Monday 13<sup>th</sup> May. From that date, students must attend school as usual. When they have an exam, they should obviously go to the relevant Exam Hall; when they do not have an exam, they should attend their normal lessons, where their teachers will supervise silent revision (even though in some cases, classes will be depleted). Students will be free to revise any subject during this time. Attendance at school up to, and including, Friday 24<sup>th</sup> May remains compulsory.
- Thanks to generous sponsorship from our Parents' Association, our annual Year 11 Leavers' Buffet will take place on **Thursday 23rd May**. It will be followed by our traditional final Eucharist and Record of Achievement Service, at 1:15pm in St Anne's Church. This is an important occasion celebrating the success of our students and we would be delighted to see you if you are able to attend. Students are welcome to bring a spare shirt with them for their friends to sign, but they must wear an unsigned shirt to the church service. Boys not so attired will risk missing out on what I'm sure will be a memorable occasion for all concerned.
- From **Monday 3rd June**, boys must attend their scheduled exams, and also three whole-year revision sessions. These will take place:
  - all afternoon on Monday 3<sup>rd</sup> June (to revise English)
  - all afternoon on Wednesday 5<sup>th</sup> June (except for those taking Geography) (to revise Maths); and
  - all morning on Monday 10<sup>th</sup> June (to revise Maths).
- At all other times after Monday 3<sup>rd</sup> June, boys may choose to study at home when they do not have exams. Alternatively they may continue to attend lessons in school; teachers will be available in the normal classrooms whenever they are timetabled to teach Year 11 until the last exam in their subject. Registers will be taken in lessons. Please take the opportunity to discuss with your son how best he can revise during this period (*ie* at home or at school); I would think that for many (but not for all!), the regular routine of school lessons, and regular access to subject specialists, will help them revise thoroughly.

### *Exam arrangements*

- When they have examinations in school, students should assemble in the covered way at 8:45am for morning examinations and 12:45pm for afternoon examinations.



- Full school uniform must be worn whenever students are in school – including in exams.
- If there is any reason why your son may not perform at his best on a given day (*eg* medical reasons – he is feeling significantly unwell, in which case medical evidence will be required, or personal reasons – such as a death in the family), please get in touch with our Examinations Officer, Mrs Anders (extension 211) as soon as possible, as the Exam Boards may make allowances in some cases if we let them know.
- GCSE results will be available in school from **08:00am** on the morning of **Thursday 22<sup>nd</sup> August**. As last year, Sixth Form registration will begin later that day.

On behalf of the all the staff, I would like to wish all Year 11 students every success in their forthcoming examinations and hope they enjoy a restful break at the end of the ordeal. I know from first-hand experience (my elder son is also taking his GCSEs this year) that examinations can be stressful for both students and families alike. If you would like support at this time – either for yourself or for your son – or if there is any other way in which we can assist you, please do not hesitate to get in touch with Mr Lightfoot, our Head of Year 11, Dr Silverstone or myself.

Yours faithfully



Stephen Brierley

Principal