



We Make A Difference

Headteacher
Kam Grewal-Joy
Deputy Headteachers
Steve Bacon
*Tamsin Woodward***April 2023**

CHE/ETH

Dear Parent/Carer

Re: Year 11 Examination Preparation

As we approach the beginning of the summer examination process, we are writing to clarify a few very important points so that the process can be as smooth and stress-free as possible.

Examination Study Leave

Your child may inform you that they only need to be at school when they have an examination. This is not the case. **All students should be in school, in full school uniform, until their last examination.** For most students this means that they will be in school until the end of their final science examination on the morning of Friday 16th June, although the last GCSE examination is currently scheduled to be on the 21st June 2023.

Please ensure that your child is available on the 28th June in the case that the contingency day is needed to be utilised by the exam boards.

Passport to the Prom

We now have approximately 3 school weeks before the beginning of the summer examinations. Every year we launch our Passport to the Prom programme to encourage students to fully engage in our examination preparation procedures. The Passport to the Prom runs for the weeks between now and the end of the exams. It requires students to continue to meet the school's expectations;

- Attendance – high rate with an aim of 95% + (excluding medical absence).
- Punctuality – on time for lessons and in the morning tutor sessions.
- Behaviour around the school – lunchtime, breaks and between lessons. Being in the appropriate places at the appropriate time and setting good examples to younger students.
- Behaviour and attitude in lessons – Appropriate and conducive to learning.
- Behaviour and attitude in examinations – exemplary.
- All NEA and coursework completed.
- Revision and examination preparation – making the use of study support in the morning, after school and half term sessions and the national tutoring programme.
- Uniform, jewellery and equipment issues – come dressed as we ask with the basic equipment needed to learn.
- Attendance to all examinations.

After School Sessions

All students have received a Passport to the Prom card to enable them to track their attendance at the after-school sessions. The timetable is shown below.

Monday	Art open session English Music GCSE/BTEC support	History Geography
Tuesday	Maths (Higher) Maths (Foundation) Creative Writing Photography open session	Art open session Food NEA catch up German
Wednesday		
Thursday	Art open session BTEC Acting Drama Coursework	Science (Higher/Triple) Science (Foundation) Textiles open session
Friday	Food Preparation catch up	

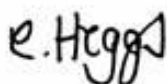
Students attending these sessions should come ready to fully participate in the activities arranged by their teachers.

Finally, we wish all Year 11s the very best during the next couple of months. We are here to support them and to ensure that they are fully prepared for their examinations. We encourage them to keep working hard and to make the most of the opportunities in school to prepare for their examinations.

Yours faithfully



Kam Grewal - Joy
Headteacher



Chris Heggs
Assistant Headteacher