



We Make A Difference

**Headteacher**  
*Kam Grewal-Joy*  
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CHE/SGI  
April 2024

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 14<sup>th</sup> June 2024, although the last GCSE examination is currently scheduled to be on Wednesday 19<sup>th</sup> June 2024.

Please ensure that your child is available on Thursday 27<sup>th</sup> June 2024 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 between now and the end of the examinations. Those not meeting the expectations will not receive their final invitation to attend. If you, or your child have any concerns regarding the likelihood that they may not meet the school's expectations as detailed below, please contact the year team in the first instance to discuss it further.

- 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 booklet to enable them to track their attendance at the after-school sessions. The timetable is shown below.

Monday	<b>Computer Science EAL Revision English Food students NEA catch up GCSE P.E Moderation</b>	<b>Homework Club Library (Independent Study) Music and Drama Photography Open Studio Geography</b>
Tuesday	<b>Art Computer Science revision Drama DT/ Construction Catch up German Revision History Revision</b>	<b>Library (Independent Study) Photography Open Studio Science Revision (H/T) Spanish Textiles Homework Club</b>
Wednesday	<b>BTEC Sport Health and Social and Sport Studies</b>	<b>Careers Drop-In Homework Club Library (Silent Study)</b>
Thursday	<b>Art DT/ Construction Catch up Food students NEA catch up French Revision Geography Photography Open Studio</b>	<b>Homework Club IT and Business Catch-up Library (Silent) Maths Revision Foundation Maths Revision Higher Textiles Open Studio</b>
Friday	<b>Food students NEA catch up Homework Club</b>	<b>Library (Silent Study) Religious Studies</b>

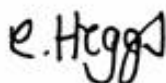
Students attending these sessions should come ready to fully participate in the activities arranged by their teachers.

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,



Mrs K Grewal-Joy  
Headteacher



Mr C Heggs  
Assistant Headteacher