

11<sup>th</sup> March 2020

Dear year 11 parent,

Firstly, a big thank you for the efforts of all parents and for your support. By working together and having a combined approach we have helped ensure that students are much better prepared for their studies now than at the end of year 10.

Secondly, I have been asked by several parents about holiday revision sessions. We regularly update our holiday timetables as we get more information but as many teachers are yet to finalise their own holidays (and some don't do so until the final week before a holiday) the revision session timetable on the website won't be complete until the last few days of term. Of course no revision sessions happen during public holidays so these are available for breaks but if you are planning a longer holiday away then there is no way of guaranteeing that your child won't miss a very useful revision session. Many parents decide, in this crucial year, to delay a long holiday until after the GCSE exams but this is a decision for you based on your own circumstances.

Finally, below is a list useful information regarding the upcoming few months

- The weekly and holiday revision schedules can be found on the school website. Click 'students', 'exam preparation', about half way down the page you will see year 11 intervention timetables. There is also other advice and guidance about how to revise and manage stress.
- Due to the unusual number of exams in the week prior to half term and to reduce stress on students we have decided to start study leave earlier than usual on the week beginning 18<sup>th</sup> May 2020. Students only need to come in for exams but can see their class teacher any period they wish and a series of revision lessons will be available prior to exams.
- There will be an alternative timetable in the week or two prior to study leave so that students with exams can have final revision lessons with specialist teachers rather than attend lessons for a different subject to the exam they are sitting that afternoon.
- Please ensure you have a copy of your child's exam timetable and revision timetable on display in your house and help your child be organised, on time and have their equipment (3 black pens, 30cm ruler, pencils, a sharpener and a rubber and a scientific calculator all in a transparent pencil case, possibly a highlighter and other helpful equipment also).
- Ensure your child has photo identification at all exams – this is an exam board requirement.
- Ensure that we are able to easily get in touch with you over the exam period and we have up to date phone numbers as we try to call home if your child is late.

- Encourage your child to maintain good conduct around school. We have to maintain our usual expectations around uniform, behaviour, punctuality and attendance. We do not want this to become a source of stress and the best way to ensure this is for students to follow school expectations as usual.
- Remind your child about the rules around mobile phones. We appreciate that access to their mobile phones around exam time can be very important, but the school rules do not change. If a mobile phone is seen or heard on the school site, except for collection and giving out in the exam, it will be confiscated for a full week.
- If a mobile phone is brought to school it must be handed in for exams and not kept in a bag or pocket, even if turned off. Each year we have one or two incidents of phones being discovered in bags and the student having papers cancelled by the exam board.
- Please encourage your child to sleep well, and to eat properly – especially breakfast and especially before an exam. We will be circulating additional help around well-being during exam time closer to study leave.
- Tickets sales for celebration evening will go on sale through WisePay shortly after the Easter holiday and the year 11 hoodies will also go on sale about the same time.
- For celebration evening, students must be accompanied by at least one parent or guardian (not an adult friend or sibling) and a maximum of two as spaces in the Union Chapel are limited. It is always a very exciting evening and students and parents enjoy it hugely!

#### Who to contact:

If you have a concern about	Contact
A subject area	Either your child's teacher or Head of Department
General issues or issues in a range of subjects	Either your child's tutor or Head of House
Special Educational Needs	Matt Dobrashian, SENCo
Exam entries	Lorraine Short, Exams Officer
If your child is stressed about their exams	Either their Tutor or their Head of House
General issues about Year 11	Mr Hartley, Assistant Headteacher
Issues about progression to HWS Sixth Form	Ms Pinnick, Head of Sixth Form
Issues about progression to other sixth forms or colleges	Either their tutor or their Head of House

*All contact details for the above are on the school website.*

I wish you well in continuing to support your child through the GCSE exams, and thank you once again for your continued support.

Yours faithfully,

A Hartley  
Assistant Headteacher