

Dear Parent / Carer,

I am writing to update you on the final few weeks of Year 11, as they about to embark on the completion of their GCSE exams. I know that this is a nervous time for many, and we look to offer much support over the coming weeks to ensure a successful end to the academic year.

With the exam season imminent, I have put together a revision plan which will run alongside lessons from Monday 16th May until Friday 23rd May. The revision sessions being offered are designed to support students with last minute tips and steps for success before the exam itself. Please note that attendance to all relevant revision sessions is essential, in order for students to get the most out of the specialist knowledge and guidance from staff. The overview [attached here](#) states key information regarding expectations for these sessions, but there are a few points that I would like to make clear to parents:

- All morning exams will start with breakfast club in the hall (unless otherwise stated). These sessions must be attended by all Year 11 students sitting that exam. The head of subject will lead a 15-minute briefing starting at 8.15am for students, with final tips and advice ready for the exam. Students can arrive from 8.00am, and staff will be on hand to offer support and help calm nerves. Students will then leave at 8.30am to attend the exam, ready for the 8.45am start.
- There will be period 3 revision sessions for afternoon exams. Students who are sitting afternoon exams will be expected to go straight to their revision session (the room is stated on the revision timetable).
- Year 11 students who have exams in the afternoon will take their lunch at the start of period 4. Students will be asked to remain in the canteen/ canopy area to avoid disruption to other lessons taking place around school. They will then make their way to their exam at 12.45, ready for the 1pm start.
- Students who are sitting exams will return to their normal lessons once they have finished (both in the morning and after school). Students should not leave site until the end of the day, and must be in a classroom supervised.
- All students who are in lessons will be revising during lessons. Year 11 students have been told to bring revision material to school daily, and also have access to Tassomai / GCSE pod/ Seneca on their mobile phones. In most cases, students will still be revising subject-specific content, but in a couple of cases they may have finished the course and will be carrying out silent, independent revision, supervised by teachers. This is when students must ensure that they have revision materials to hand.
- The library will remain accessible to Year 11 students after school for them to revise.

After the half-term holidays, the plan will change slightly as lessons will no longer be running as usual. I am finalising a similar provision to the one attached, and this will be shared with you ASAP. There are a couple of points that I would like to make with regards to the final 3 weeks of exams (beginning from Monday 6th June):

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- Students are still welcome to come into school and revise independently in the library. This may be useful for students who have exams in the morning, but need to get the school bus home at the end of the day, or *vice versa*. We also welcome those who require a quiet place to study.
- Expectations for behaviour remains that same for Year 11 students throughout their final weeks in school, including once study leave begins. We hope that at this stage, our students are fully pre-occupied with their revision, but we will still sanction students as appropriate, wherever needed. This is the last thing we would like to do at this crucial time, but I have to make this clear ahead of the Leavers' Assembly and Prom as we do not want anyone to jeopardise their place at these events.
- Students must remain in school uniform until they have officially left school: this includes on their final day.

May I use this as an opportunity to remind you about the importance of students attending school throughout the GCSE exam period, and being in lessons. There are always a few students who try to convince parents that they do not need to be in revision sessions or other lessons; however, these are invariably the students who perform less well in final exams. A great deal of effort is going into providing the best provision possible for exam preparation and, with the best will in the world, this is not something that can be replicated at home independently by students alone.

If you have any further questions regarding the support for GCSE exams, please feel free to contact me. Otherwise, I'd like to once again wish you all the best as we go into this important period.

Kind regards,

Miss Taylor