

Friday, 04 May 2018

Dear Parent/Carer

At our final steps evening – “Making Every Day Count” we provided parents with a handbook and went through the exam period. We provided the handbook and the year 11 summer exam and revision timetable to all parents via parent mail last Friday. This is also available on our ‘Documents for parents’ section of the website.

With this letter you will find a copy of the exam revision timetable.

On **Monday 14<sup>th</sup> May 2018** the first GCSE takes place and this is the beginning of the exam period for year 11 students. All examinations will be held on the Specialism site. During this period, all Year 11 will be expected to attend school as normal between 8am and 4pm. However, we have adapted their timetable so it includes:

- a) A revision workshop prior to an exam led by their teacher. This may be in the morning or the day before.
- b) A breakfast lecture held by the subject teacher for all morning exams. These will be held in the main in TB16.

When students are not in examinations or revision workshops, they are expected to attend lessons as normal. Whilst the subject still has exam papers to be sat, the teachers will continue to teach lessons focused on revision and support for the subject. Once a specific subject has completed all papers, students will be expected to bring revision for silent revision sessions for the rest of their examinations. Staff are sharing materials so they can support this process where necessary for students who occasionally may be unprepared. However, the expectation is that they will be. All afternoon examinations begin at 1pm. Our examination officer has arranged for Year 11 to have lunch break at 12.00 if they have an afternoon examination. They can either bring a packed lunch or they will be able pre-order their lunch on the Friday morning of each week for the following week. We have attached a form with this letter. You can email this to [kitchen@heyfordparkfreeschool.org](mailto:kitchen@heyfordparkfreeschool.org) or you can drop off at the office at the school. We will send a reminder each week.

Our examinations officer has been working closely with our invigilators and catering team to ensure students are supported. We will be providing tea and toast in the morning before the Breakfast lectures at 8am. However, I would advise that students bring plenty of snacks as exams can make them hungry. They also need plenty of water in a clear bottle.

When students take the final examination in **Science on the 15<sup>th</sup> June** they will have completed their Year 11; we will end this day with a leaving ceremony. Students will have the

opportunity to share memories, celebrate achievement and sign shirts. They will have lunch and join their final school assembly. For those students taking statistics, we expect them to attend the revision session on Wednesday 21<sup>st</sup> June and their examination in the morning of the 22<sup>nd</sup> June. It should be noted that there are two Friday afternoon examinations. Students will need to be picked up from these examinations as there will be no school bus service. These dates are:

- Friday 18<sup>th</sup> May – GCSE PE
- Friday 8<sup>th</sup> June – GCSE History

We are very proud of our year 11. We recognise that our Year 11 like other students across the country are in a period of their lives that is stressful. This is a normal reaction as it is really the first time that they have had to face rigorous terminal assessments. Like you we are here for them. Please do not hesitate to contact us if you require clarification.

Yours Faithfully,



Karen Healey

