



Wednesday 17 May 2017

Year 11 Examinations – Afternoon dismissal arrangements

Dear Parents/ Carers of Year 11

I am writing to inform you of arrangements for the **dismissal of students** from school following Year 11 afternoon examination sessions from Thursday 18th May 2017.

To facilitate an orderly end to the day, if an afternoon examination **finishes before 1430** students sitting the examination will be expected to complete the school day by returning to their timetabled Period 5 lesson. If the examination **finishes after 1430 but before the end of the school day at 1500**, those taking the examination will be dismissed early from school in an orderly fashion to minimise disruption to Period 5 lessons. Any examinations that completes **after 1500**, students will be dismissed as normal at the end of the examination. After school revision sessions still continue and we encourage students to attend these following an early dismissal from an examination.

During the examination period, students are expected to **attend school as usual**, attending **registration and lessons** when they are not in an examination. Students must get their attendance mark with their form tutors in the morning before coming to the examination hall (Sports Hall). Students are aware of these procedures from Pre-Public Examination weeks. When not in an examination, subject teachers will be in lessons ready to help with revision. If their subject has already been examined, their class teacher will facilitate revision of examinations still to happen and students should bring revision with them to their lessons – they have plenty! Every minute counts and this is a useful and productive period of time for examination preparation – successful schools support students through the examination season and research shows results are better because of it!

Students are expected to **attend both examinations and lessons in full school uniform**. Failure to do so may result in alternative examination arrangements being necessary. Please consult students' individual Examination Timetables for dates/times.

Yours faithfully

Dr Adam Hadley
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