

12 May 2017

Dear Parents/Carers

The exam session is upon us with some students starting their A level exams this coming Monday. We thought it was important for you to know the protocol during this period.

All students have been given exam timetables and they can also access them through student portal. During the exam period, all BTEC courses will continue lessons as normal. AS/A level lessons will continue until their final exam has been sat for that subject.

Year 12 will then not need to return to classes until the 12 June where they will start the A2 part of their courses. GCSE resit classes will not restart until we have received their results in August.

Year 13 will continue to go to lessons until they have sat their exams in that subject. Once all exams have been sat, students must complete a leavers form which must be signed by all their teachers confirming that they have returned all textbooks and other resources.

Work experience: All Year 12 will be completing work experience during the final 2 weeks of term 6, which is the 10 July to the 21 July. Please can you support them in obtaining a placement. Tutors will be collating placement information (Employer name, address, contact details) by the 16 June. If your son/daughter needs any support then they must liaise with their tutor. Those who have already had their places agreed need to give details to their tutor as soon as possible.

Results day is on the Thursday 17 August at 10am.

We wish all our students the very best of luck for their exams and BTEC courses.

If you have any questions please do not hesitate to get in contact.

Yours sincerely

The 6th form team