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Dear Parent/Carer

As we enter the GCSE exam season I would like to take this opportunity to update you on the arrangements that the students are already aware of.

Students should attend school as normal until Friday 15 June following their normal timetable. Once the exams for a subject have finished, the students will be allowed to revise for other subjects. If they have an exam in the afternoon, they will be allowed to revise for that subject during the morning lessons even if the exams for that lesson have not yet been completed. Food will be available during Break 1 and the students will be given time to eat before the exam at 1.00 pm. They should go to the Canteen at the start of Period 4 where they will be supervised by senior members of staff. However, food will not be available to buy at this time.

For safeguarding reasons, the students must not wander the school site after an exam. They must, after a morning exam, return to their normal lessons. If an afternoon exam finishes after 2.20 pm, the students will be allowed to leave. However, if they need to wait for a school bus they should go to the Canteen which will be supervised by senior staff. If the exam finishes before 2.20 pm, they must return to lessons.

In the final exam week, 18 - 22 June, students only have to attend the lessons in subjects where the exams have not yet happened. They must sign in and out at the Pastoral Hub. Study rooms will be available for the students when they do not have a lesson to attend.

Arrangements for the final day are as follows:

11.40 am: Students to arrive through Reception to the Main Hall (fancy dress)
12.20 pm – 2.10 pm: BBQ and fun on the field
2.10 pm: Students to leave the site.

Thank you for your support during this time and please be assured that we will do everything possible to ensure a smooth exam season for the students. If they need any extra support they should speak to their form tutor, Mr Wieprecht or Mrs Sloggett.

Yours faithfully

A handwritten signature in black ink that reads 'LM Griffin'.

Mrs L M Griffin
Deputy Headteacher

