November, 2015

Dear Parent / Caregiver

Please find attached a copy of the Year 10 Exam timetable.

As you will be aware, most Year 10 students are required to undertake either an Exam or some Practical Exercise during the week of November 23rd – 26th.

Teachers have already talked to the students about study habits and expectations during the exams. Subjects will have their Exam or Practical during one of their double periods. Students undertaking PLP are only required to attend their PLP lesson during this week if they are required to complete any work. Any student who has not successfully completed PLP this Semester will be required to come into the school during the week November 30th – December 4th to catch up the work. In both cases, the teacher will send a letter home indicating that attendance to either of the sessions is required.

Students only need to attend school at the time of their exams. They should ensure that they arrive 10 minutes prior to the exam so they are relaxed - thus giving themselves the best possible chance of doing well. Uniform is compulsory.

If a student is ill on the day of an exam, parents/caregivers are asked to inform the school. This will enable the teacher to set another time for that student to undertake the exam. If a student misses an exam for any other reason, a phone call by the teacher will be made and an alternative time will be organised to sit the exam. This will be held in the Learning Hub.

Yours sincerely

Tim Byers-Thomas
(Senior Leader)