



Parent/Carer of:

1st May 2018

Dear Parent/Carer,

GCSE EXAMINATIONS LETTER AND INFORMATION REGARDING STUDY LEAVE

The main GCSE examinations begin on the **14th May 2018**. Exams will continue for all students until the 15th June 2018. There will be a final exam for Product Design students taken **on Friday 22nd June 2018**.

Students are expected to attend school every day as normal until Friday 15th June 2018. Students will have their normal timetable to follow with additional subject Dropdowns. These are extended sessions designed to prepare students for the exams and will focus on exam skills. In light of the extensive exam and support programme on some days within this period Year 11 will finish early. I have outlined the programme below.

Date of Early Finish:	Information For Students
Friday 25 th May 11am	All Year 11 students except Sociology students
Thursday 7 th June 11am	All Year 11 students except History students
Friday 8 th June 11am	All Year 11 students except History students
Wednesday 13 th June 11am	All Year 11 students except Spanish students
Thursday 14 th June at 12.30am	All students sent home
Friday 15 th June at 11am	All students sent home

Students are expected to attend every exam in a prompt fashion. If they have an exam in the morning then they should arrive at school no later than **8.20am**. They will be registered on the playground and then taken into the examination. Students should come prepared with all the necessary equipment that their subject requires. Students should also check that they have the correct equipment for the exam in a clear pencil case and that calculators are essential for some exams.

Your child has been given a written notification of when they have an examination and it is vital that you make a note of it. An additional copy of the timetable can be found on the school website.

Yours sincerely,

Mr A O'Donoghue
Associate Deputy Headteacher (Behaviour and Inclusion)

