



7th May 2024

Dear Parents/Carers of Year 13 students

I am sure you are aware that the external GCE examinations start on **Monday 13th May 2024**, with the final exam taking place on Friday 20th June.

In line with Government requirements and awarding bodies, three contingency days have been set on the 6th June, 13th June and 26th June 2024. A contingency day should it be required, is in the event of national or significant local disruption to exams in the United Kingdom. This also means that any requests for authorised absence during this time would not be approved.

With this exam period in mind, I am writing to share some important information and guidance for your child, so that together we can support them to achieve their very best over the coming weeks.

Revision plays a key role in ensuring that your child is prepared for the GCE examinations and I know that, for the majority of our Year 13 students, this is something they have been busy with in the lead up to the examinations.

Year 13 students will be expected to attend lessons in each subject until their final examination. Compulsory Study Time in school is optional from **Monday 13th May** as we appreciate some students prefer to study at home during this time. Study facilities remain open to Yr13 until the final examination and we strongly encourage student to continue with routine and revise in the way that suits them best.

All students have had at least two copies of individual timetables and further ones can be obtained from the Year or Exam Office.

Start times of exams are 9am and 1.15pm and students are expected to arrive at the exam venue at least 10 minutes before exams start to remove coats, bags, phones and watches as per exam board guidance. Any lateness or absence must be communicated clearly to school reception as quickly as possible but missed examinations cannot be retaken this year.

The Year 13 Leavers assembly will take place on **Wednesday 26th June** starting at 12.30pm followed by the Prom on **Thursday 27th June**. Fuller details of these events are communicated direct to students by Year Team staff.

Results are published on **Thursday 15th August** and these will be distributed to students from the double classroom G27. Students have received support and advice on university application procedures in advance and careers staff will be on hand to support and advise. Final details will follow after the examinations have finished.



We welcome your support in ensuring your child makes the most out of every opportunity they are offered.

We wish all students the very best of luck over this period and hope all their hard efforts will pay off with the results they deserve and have worked for.

Your Sincerely

Ana Neofitou
Headteacher