



21 November 2018

Dear Parent/Carer

School Winter Exams

I am writing to let you know about the arrangements for the school Winter exams which will take place next week from **Tuesday 27th November to Friday 30th November.**

Normal lessons will be suspended and students will be supervised by staff in exam rooms and halls. To allow students some revision time,

- Years 11 to 14 will have study leave and will only be required in school when they have scheduled exam sessions, and indeed should not be in school outside break time and those exam times/sessions where they are under staff supervision.
- Years 8, 9 and 10 will attend school for the morning only. **School buses have been arranged for 12.10 pm each day. There will not be a later bus service.** If this early finish to the school day presents a problem for you in collecting your Year 8, 9 or 10 child please let the school know and we will make arrangements for them to be supervised in school until the normal end of the school day.

A canteen service will be available for students and staff

- between 10.15 and 11.00 and
- between 12.15 and 1.00 pm

Students will have been issued with their exam timetables this week. Please do discuss your child's exam preparation and revision with them and ensure they attend promptly for the exams. **The first exam session each day begins at 8.40 – our normal lesson start time.**

We do use the results of these exams to assess students' progress and decide whether any movement of students between teaching groups would be appropriate. So it is important that students make sure the exams give a true indication of their understanding and ability.

Yours faithfully

MD Munro – Principal

