

April 2015

HELSBY

High School



Achieving Success  
Valuing Others

Dear Parents/Carers

### **Attendance during the examination period – a polite reminder**

This year's GCSE programme begins in earnest on **Monday 11<sup>th</sup> May** and runs until **Monday 22<sup>nd</sup> June**. During this period different groups of Year 11 pupils will be involved in examinations on different days; it is therefore absolutely vital that each student has, and retains, a copy of their own individual examination schedule. These have been distributed in form time. Please note that it is the responsibility of each student to present themselves for the right examination at the right time and know their seat number.

This year the afternoon GCSE and GCE examinations will begin at 1pm to reduce the number of examinations that finish after the school buses have left at the end of the day. Students will need to be outside the examination venue by 12.50pm if they have an afternoon examination. There will still be some examinations that finish after the end of the school day so students and parents will need to check examination timetables carefully to ascertain whether alternative transport arrangements will be needed after afternoon examinations on certain days.

Students will be permitted to go to the canteen after Period 3 to have their lunch. Lunch will be served in the canteen from 12.20pm until 12.50pm, when they must leave to go to the examination venue. Students who have an examination in the afternoon must be mindful that the rest of the school community will still be in lessons and they are to avoid making noise around areas where lessons are taking place. To prevent disruption to lessons we would ask that students with an afternoon examination do not go onto the school field and stay in the canteen and break out space area, where toilets will also be available to use.

Morning registration and normal lessons for Year 11 will continue throughout the examination period and an electronic register will be taken in each lesson. With examinations in **Maths and Science** scheduled for **Monday 8<sup>th</sup> June (Maths) and Friday 12<sup>th</sup> June (Science)**, it is vital that students attend all the lessons they can.

Some Year 11 pupils will find that during the examination period they may have days where, because they are taking an examination or because they have already taken the examinations, they have little or no direct teaching. In those lessons in which the students have already taken the examination, teachers will allow the students to use the time for quiet independent study and work should be brought by the students for this purpose.

The school's advice to parents is that they should ensure that their son/daughter attends as many lessons as they can during the examination period as national data shows that working with subject staff increases student achievement. Revising in school, under the supervision of teachers, has great benefits and we see a strong correlation between students who attend school regularly during the examination period (not just for the examinations) and good examination results. Please note that, like other schools, we are required to count any sessions a student misses as 'absence'.

We hope this helps clarify the procedures for Year 11 during the examination period. If you have any further questions please contact the Year Leader for Year 11, Mrs Marvin, at school.

Yours faithfully

L Boyer (Ms)

Assistant Headteacher