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Allerton High

April 2018

Headteacher: Mrs E. Silson BA (Hons), M.Ed, NPQH

Dear Parent/Carers

With the Year 11 exams fast approaching the Year 11 team would like to wish students all the best for these important exams. We are also writing to outline some key dates and to share information regarding exam preparation.

Key dates:

Guided Study Leave	from Monday 14 May 2018
Final Assembly	Friday 4 May 2018
Year 11 examinations	Wednesday 9 May-Fri 22 June 2018
Clear lockers	Wednesday 27 June 2018
Return of school books	Wednesday 27 June
Year 11 Leavers Ball	Thursday 28 June 2017 @ Village North Hotel
GCSE and applied course results	Thursday 23 August 2018

Written GCSE papers begin on Wednesday 9 May and students and subject teachers are working extremely hard in preparation for these exams. The next 8-10 weeks are critical and we will continue to offer as much support as we can until the exams finish. The guided study leave arrangements are in place to support all students through the preparation and examination period.

Guided Study Leave

The normal timetable for Year 11 will continue and subject teachers will be delivering planned revision lessons leading up to the examination. Once the examination(s) has been taken for a given subject, students no longer need to attend the lessons for that subject.

Students who are studying OCR Cambridge National or BTEC courses **must** attend all lessons until the course is completed.

If students have an afternoon examination they are allowed the morning session off school to revise for that examination. Students with a morning examination must be in school the previous day as outlined above and must return to lessons after their exam.

There is no requirement to attend coaching sessions after Friday 11 May (as there are often 1pm exams from the week commencing Monday 14 May) so students may leave school over the lunchtime/coaching period. Intervention sessions during PE/PSE lessons for English and Maths will continue and students involved in those sessions will be expected to attend. Core PE or PSE lessons **will not** be compulsory from Monday 14 May but there will be a supervised study room available at these times if students prefer to work in school.

Students **must** remember to sign in and out of school at reception if they leave site at lunchtime or during a PE/PSE lesson.

The main exam period is split by the half term holiday. There will be a variety of revision sessions held over the half term break (Tuesday 29 May-Friday 1 June). You will receive a letter detailing these nearer the time.

Record of Achievement/ Final Assembly

The Year 11 Record of Achievement/ Final Assembly will take place during lesson 5 Friday 4 May 2018. Students should attend lessons 1 to 3 as normal and then will go for an early lunch part way through lesson 4, before meeting their coach at 12.50pm in coaching bases. The assembly will begin at 1.10pm. Following the assembly, students will be able to sign shirts then leave school at approximately 2.30pm. Any student who arrives late on the day or displays poor behaviour during the period leading up to the assembly may not be allowed to attend.

Return of School Books

Students may have school text books in their possession which collectively represent a large sum. Students will therefore be expected to return these to school reception before Friday 29 June. Failure to return text books may result in examination results being withheld.

Library books must be returned by Wednesday 9 May at the latest. If books are not returned an invoice will be issued.

Lockers must be emptied by Wednesday 27 June. The locker must be left open with the padlock locked on the door. Students will be charged for missing padlocks.

Ramadan

As you are aware, Ramadan falls within the examination season over the next few years and we are aware that the combination of a long days fasting and examinations will put extra pressure on our young Muslim students.

At Allerton High School we respect the individual's approach to observing Ramadan. However, from past experience we are aware that some students may feel unwell e.g. faint or feel dizzy. We will deal with the situation in the usual way by providing appropriate medical assistance which may include the administration of medicines or giving water to drink. The website below has some advice for students on how to deal with fasting during examinations.

<https://www.birminghammail.co.uk/whats-on/family-kids-news/ramadan-2016-7-tips-students-11442577>

Please contact school if you have any concerns about observing Ramadan and speak to Mr Hewitt (Deputy Headteacher) in the first instance.

Examination Guidance and Information

Enclosed is some detailed exam guidance from our exams team. This should provide you with all the information you need to help prepare your child for the forthcoming exams and we request that you go through this with them.

The March mock exam series went very well and we feel students are now familiar and confident working under the pressure of exam conditions, hopefully making the summer exams seem less daunting. Our only area of concern was lack of equipment. Taking time during an exam to put hands up and ask for equipment is not good use of students time and may break their concentration. It is also potentially disruptive for other students having invigilators constantly issuing equipment.



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We would ask you check your child is suitably equipped for the summer examinations by having the equipment listed below ready in advance of Wednesday 9 May 2018; this is when the first GCSE exam is sat.

Students MUST have a clear pencil case or clear plastic bag containing ALL the following items:

- 2 black pens
- 2 pencils
- Rubber
- Ruler
- Sharpener
- Compass
- Protractor
- Scientific calculator
- Highlighters/ colouring pencils

The Accounts Office has this equipment for sale should you wish to purchase a pack from them. This is charged at £2.90 and is available to purchase via Parent Pay as are calculators.

GCSE Results

GCSE results will be issued on Thursday 23 August 2018 and can be collected from school from 9.30am. A stamped self-addressed envelope should be left with the exams office if results cannot be collected on that day. We ask that you do not telephone school on results day as teaching and office staff are extremely busy. Results cannot be given to anyone, other than the candidate, without the candidate's written authorisation. If a student is not able to attend school to receive their results it is their responsibility to make appropriate arrangements.

An experienced and committed team of staff will be available to give additional advice and support about progression to Post 16 from 10.00am - 2.30pm on Thursday 23 August. Appointments can be made at other times if necessary. Induction for Post 16 courses takes place from Tuesday 4 September. All Year 12 students must attend this session.

On behalf of the Year 11 team, may I thank you for your support over the last year. To those moving on to other educational establishments or into the world of work, I offer my very best wishes for the future.

Yours sincerely



Mrs K Hodges
Year 11 Achievement Leader



Miss L Williams
Assistant Headteacher



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