

November 2009

Dear Parent/Guardian

Mock Examinations and Study Leave

Your child has received his/her mock examination timetable for the period *Monday 7 December – Thursday 17 December 2009*. A copy of this is also available on the school website.

Please note that **study leave** is now from *Monday 14 December – Friday 18 December* and there are no normal lessons for Year 11 during this period. I wish to remind you that during study leave, students should only attend school when they have a mock examination (mainly practicals during this week). Students are to wear **FULL SCHOOL UNIFORM** whilst in school for exams. All start/finish times that are outside normal lesson are indicated on the timetable in italics and underlined. Normal lessons will take place during the week *7-11 December*.

However, some students will be expected to stay in school during study leave to complete coursework even when they are not in an examination. We will contact you at the beginning of December to inform you of the students involved.

The Resource Centre will be open for study purposes if students cannot travel home between examinations. All students should be back in school on a full-time basis on *Tuesday 5 January 2010*.

I do hope this clarifies the arrangements the school has made during this important time and I would again encourage you to make sure your child is revising for these examinations and arrives for each exam with the appropriate equipment. It is worth pointing out that:

- Performance in mock examinations can sometimes be the final determining factor in whether a child is entered for either Higher or Foundation examination papers.
- Grades may be requested by the Sixth Form Colleges as evidence of likely examination performance.
- On occasions when a student is unable sit a GCSE paper (eg medical emergency), the exam board may use mock exam results to help estimate a grade.

Yours sincerely

Mr A Clarke
Deputy Headteacher