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Headteacher: Nigel Sellars BMus Hons, LGSM

To Parents/Carers of Year 12 students

24 May 2016

Dear Parent/ Carer

We are drawing nearer to the summer exams and I thought it would be useful to share some key dates and information with you. The AS exams begin on Monday 16<sup>th</sup> May and finish on Tuesday 21<sup>st</sup> June.

After listening to student feedback, we have decided to give Year 12 study leave again this year. During this period, staff will be available in timetabled lessons for students to drop in for one to one support, if they require help with their revision. Staff may also run revision classes during study leave. Students will be notified of these sessions and expected to attend.

**Year 12** study leave will begin at the end of the day on **Friday 13<sup>th</sup> May** and their A2 courses will commence on **Monday 13<sup>th</sup> of June**. Year 12 maths students are permitted to have extended study leave until June 21<sup>st</sup> due to maths exams taking place after the study leave officially ends. They are of course welcome to attend lessons on the days that they do not have exams.

The Sixth Form centre is open and available for students to use during the study leave period. We hope to be as flexible as possible to insure that all students can work in an environment that will maximise their learning. Should students choose to work in school they must remember to sign in and out, in the Sixth Form Administration Office, and wear their student name badge.

This year, results day is **Thursday 18<sup>th</sup> August**. Students will be able to collect their results from the main hall from 9 – 11am. Members of the Sixth Form leadership team will be present on both the Thursday and Friday from 9 – 3pm to share the students' successes. If students are unable to collect their results, and would like another person to collect them on their behalf, they must obtain a consent form from the exams office.



Other key dates to be aware of:

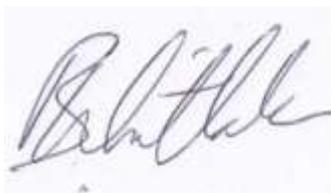
- **Wednesday 20<sup>th</sup> April (6 – 7pm) - Year 12 Higher Education Evening (parents and students)**
- **Wednesday 6<sup>th</sup> May (6.30 – 8pm) - Alderman Wise Presentation Evening (year 12/13/14)**
- **Friday 24<sup>th</sup> June - Sixth Form Summer Ball at the Cotswold Lodge Hotel**

Finally, I would also like to make you aware of the procedures for **year 12 work experience**. Students are permitted to take up to five school days to gain relevant work experience for either the Degree and or Employment they hope to pursue after their post 16 studies. Students are encouraged to do this after they have sat their AS exams, between **Monday 6<sup>th</sup> June and Wednesday 20<sup>th</sup> July**. Both universities and employers value the transferable and interpersonal skills that students develop by participating in a voluntary work experience placement. In fact some degree courses e.g. Teaching/ Medicine, will not accept students unless they complete a minimum number of hours of work experience. If students want to take up this opportunity, they must collect a work experience pack from Mrs Hunt . It is the student's responsibility to organise their own placement, but Mrs Hunt is available to support students find an appropriate placement. Placement details must be returned before Study Leave commences to ensure all of the correct insurances and health and safety requirements are in place.

Please do not hesitate to contact me if you need further clarification on any aspects raised in this letter.

I would like to wish the students the best of luck in their forth coming exams and will look forward to sharing their successes in the summer.

Yours Sincerely



Ben Whittaker

Acting Head of Sixth Form

