

Dear Year 11 Parents and Students

Having reached half way through your exams, I thought that I'd remind you of the expectations around attendance and registration for the remainder of the exam period.

During this next term the following will apply:-

- **You have all been issued with photo ID cards, lanyards and gate access swipes. These should be brought with you at all times while on site and placed on the desk, or round your necks during examinations.**
- **You are expected to be in school uniform when in school.**
- **All students are expected to be in school for timetabled lessons of subjects up to the date of the last examination in that subject.**
- **If you have a morning examination (9:00am) you should attend your tutor registration to let them know that you are in school and then go to the examination room in time to be admitted at 9:00. If you have timetabled lessons or an afternoon examination then you should stay on site to attend them. Otherwise you can leave site as long as your parents are aware of where you are.**
- **If you arrive during the day (after 9:00) for an afternoon exam or revision session you should go to the window of the attendance office to let us know that you are on site.**
- **If you have an afternoon examination (1:00pm) you should go to College Hall for lunch at 12:30 and make your way to the examination room for a prompt start at 1:00pm. When the examination has finished you may leave to go home unless you need to wait for a bus or are attending an after-school revision session.**
- **College Hall is the only area that you are allowed to wait in, so that you do not disrupt the rest of the school.**
- **Warm up sessions may occur during the day or from 8:00 or in the Merlin, College Hall or classrooms. Your subject teachers will let you know what is being provided.**

I hope that you have a good half term break. Remember to make time to relax as well as to revise for the rest of your exams.

Finally, a reminder that the GCSE results day will be on Thursday 24th August. Exam results will be available for collection from 10:00am in College Hall. Further details of this will be sent out next term.

PD

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