



10 May 2023

Dear Parent and Carer,

Year 11 students have now received paper copies of their Exam Seating plans showing when their official GCSE exams are taking place and where. Please support your child creating (and sticking to) an exam timetable to plan their revision. Students should still be revising each day and should make sure to revise for all of their subjects.

From 15th May until 26th May the following arrangements will be in place for students who are **not** on Study Leave:

- Students will not attend Tutor Time but should be in school from 8:50am either revising in the Rookery or in the library.
- Students should attend their usual timetabled lessons except when they have exams. This will allow them to take part in revision activities as directed by their teachers.
- Students will be dismissed from school at 2:45pm.
- There will be some revision sessions before school, during lunch and after school which students will be invited to by their teachers.

For a minority of students on study leave, the following arrangements are in place:

- Students should only attend school when they have exams and must make sure they are organised and get to school in good time to be here for morning exams (before 9am) and afternoon exams (1pm).
- Students must sign in and out at Reception.
- When students have both a morning and an afternoon exam, they may stay on site, but must go to AG19 to inform the Attendance Office they are in school, and they must then attend lessons (period 2 and 3) along with other students in the year group.

Half Term starts on 27th May and runs until 4th June. Then the Exams period run until 21st June. Please note 28th June is reserved as a contingency date in case an exam should have to be moved, so please do not plan to take your child abroad during that time.

After Half Term, from 4th June, all students will be on Study Leave and should not be on site except when they have exams. If individual students need a quiet place to work in school, they should speak with Mr Parkinson to make these arrangements. We will reserve the right to bring Study Leave for all students forward if we do not feel like there is conducive revision taking place in lessons.





Please remind your child that the same expectations for attitude to learning and behaviour remain in place and any student in breach of our behaviour for learning policy will be asked to leave with immediate effect:

- Good attendance and punctuality
- Politeness and courteousness with staff and the community
- Full school uniform (no piercings, trainers, unnatural hair colours, shaved hair or hoodies)

Any student in breach of our behaviour for learning policy would risk the opportunity to participate in the end of Year 11 Formal Day, the Prom and any additional rewards. This would be a shame so we ask for your full support.

The Year 11 Results day will take place on 24th August. Students should come to collect their results on site 8:30am-12pm.

We would like to take this opportunity to remind you of the Exam Board regulations [linked here](#).

If you have any queries, please do not hesitate to contact the school by phone or emailing contactus@rooksheath.harrow.sch.uk.

We wish all your children every success in this season's examinations.

Yours sincerely,

Mr S Macaulay
Deputy Headteacher

