



22 April 2026

Dear Parents/Carers,

Re: End of Year Arrangements

End of Year Exams:

End of year examinations take place between the 18th May- 22nd May and the 1st June-5th June. During this period of time, students will be permitted study leave from A Level lessons. BTEC Lessons and Criminology lessons will continue as normal and all students are expected to attend these lessons within these weeks. The exception being BTEC Applied Science. Students are permitted the normal AM/PM lessons off as study leave if they have an AM/PM exam. E.g. If they have an exam on Thursday morning, they do not need to attend their Wednesday PM lessons. The exception being weekends where this does not apply to any exams taking place on a Monday. We cannot stress how important these assessments are in helping us make decisions on whether it is in the best interests of students to continue their current subjects into Year 13. Furthermore, these results will form the basis for teachers to make predictions for university applications.

Students will receive their examination seating plans, and the Year 12 End of Year Assessments will run like a normal public exam season. We have tried to support students by timetabling exams only in the morning sessions which frees students up to revise each afternoon for any remaining assessments that they may have. I ask you to continue to encourage your child to revise as much as possible until they have completed all their assessments. Furthermore, students do not need to attend ACE tutorials during this week. Students are expected to receive their results on Thursday 25th June and you may be invited in to discuss these results and next steps in the week commencing 30th June.

Please note that the last teaching day for Year 12 students is Friday 10th July 2026.

BTEC and AS Level Examinations: Upcoming formal BTEC and AS Level examinations have different study leave arrangements:

- If it is an AM exam, students are allowed a full day of study leave the day before the exam.
- If it is a PM exam, students are allowed the previous day in addition to their AM lessons on the day of their exam as study leave.
- The above does not apply for exams taking place on a Monday. Students are expected to attend as normal on the previous Friday.

AS Level/BTEC results day: Thursday 13th August 10am-12pm. Students sitting external AS Level and BTEC exams can collect their results during the allocated times. Alternatively, they can arrange with the exams office to have their results sent to them electronically. To arrange this, student should email the exams officer; Ms Chan directly at CCHAN@rooksheath.harrow.sch.uk





GCSE results day: For students who will be waiting on GCSE Mathematics or English Language results, GCSE results day is Thursday 20th August. Students will be able to collect their results from school between 10 and 11am. Alternatively, they can arrange with the exams office to have their results sent to them electronically as outlined in the instructions above.

Work Experience:

As you are aware from previous correspondence, students are on work experience from Monday 15th June until Thursday 18th June. This is **compulsory** work experience that students are expected to attend as part of their directed learning hours.

Please encourage your child to attend their work experience on time, to work hard and get the most out of the invaluable experience. Students will be issued with a work experience booklet to complete during their placements, please monitor their progress in completing this booklet, ready to be reviewed by tutors on their return to school in the new academic year.

UCAS:

Students are now preparing for the UCAS process. Please encourage your child to engage with the resources provided to them, which is easily accessible via SharePoint from home. They have been provided with digital booklets, one of which is a UCAS booklet which aims to guide them through the process of completing their UCAS applications, as well as a digital booklet on completing a UCAS personal statement. During the Summer break, students are expected to be drafting their first version of their personal statements, ready to be reviewed in the new academic year by their tutors. We ask that you support your child in this process from home. Please make note of the internal deadlines outline below:

- **Now- End of Term:** Personal statement- First drafts and UCAS application started and sections filled in. Applications to be linked to centre using the buzzword outlined in the guide.
- **Now:** Early entrants need to inform Mr Wright/Ms McCutcheon of their intention to put in an early application and book an initial meeting for advice.
- **3rd September 2026:** First/Second draft personal statements to be submitted to tutors.
- **3rd September 2026:** All sections on UCAS application to be completed (except final draft PS and reference) and ready to be reviewed by a tutor before getting ready to book your first meeting with Mr Wright/Ms McCutcheon.
- **3rd September 2026:** Early entrants need to book meetings with Mr Wright/Ms McCutcheon
- **30th September 2026:** Final Applications for Oxbridge, Medicine, Dentistry and Veterinary courses to be submitted by applicants to School.
- **30th September 2026:** Students should be aiming to book 2-3 UCAS appointments with Ms McCutcheon/Mr Wright by this point in time to ensure application details are correct. The 3rd appointment is the final appointment that we will have with students, so they must ensure they have their final version of their personal statement by this point.





Headteacher: Mrs. M. Manderson B.A.(Hons),
PGCE, NPQH

CEO: Dr. John Reavley, B.A. M.A. Ed.D.
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- **15th October 2026:** Early applications for Oxbridge, Medicine, Dentistry and Veterinary courses to be submitted by the School to UCAS.
- **18th December 2026:** Applications for all other courses to be submitted by applicants to School to ensure applications are sent to UCAS before the Christmas holidays.
- **13th January 2027:** Applications for all other courses to be submitted by School to UCAS.

Year 13 arrangements:

The Year 13 start date is still to be confirmed, and we will communicate this to you as soon as possible.

May I take this opportunity to thank you all for your support this year and if you have further questions then please email us at 6FormOffice@rooksheath.harrow.sch.uk and we will do our best to answer you as soon as possible.

Yours sincerely,

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Head of Sixth Form

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