

19 May 2011

Dear Parents/Carers

I would like to start this letter by congratulating our Year 11 students on the way they have started their **Key Stage 4 examinations**; their attitude and conduct has been excellent and if this is maintained throughout the examination period it bodes well for their successful results in August.

Year 11 students will have a mixture of lessons and examinations for the remainder of Term 5. The final day for this combination will be Thursday 26 May 2011, which will be the Year 11 students last day in normal lessons before starting **“Study Leave” on Friday 27 May 2011**. Once on “Study Leave” students will only come into school for examinations, although subjects will still run revision classes after the May half-term and students are being informed of these by subject staff over the remainder of Term 5. In addition, revision sessions are also being run at weekends and during the May half-term; again students are receiving information on these sessions via subject staff.

All Year 11 students have been given advice and guidance during the “Countdown to Success” Assemblies this term. They have been issued with a clear pencil case with pen, pencil, ruler, etc, in them – students should add further writing/drawing equipment to this basic content. Students are responsible for bringing a calculator to examinations where the use of a calculator is allowed. A revision guidelines card was issued in the pencil case and students have been advised on the importance of thorough revision as a key element of success in examinations.

Would all parents/carers and students please note the following points regarding the arrangements for **Thursday 26 May 2011**:

- Students sitting the Psychology examination should note that this one-hour examination begins at 8.30 am and not the usual time of 9.00 am.
- All other students will go to Period 1 as normal
- At 9.30 am all Year 11 students will come to the Drama Hall for a final assembly. At this assembly there will be an opportunity for students to sign “Leaver’s Books”, T-shirts, etc. At 10.15 am approximately all Year 11 students will leave the site and begin “Study Leave”

- I stress that all Year 11 students should arrive at school on Thursday 26 May 2011 in correct uniform and come prepared for the Period 1 lesson or their Psychology examination. We anticipate having a very enjoyable final Assembly and preparation for “Study Leave”
- Failure to comply with normal school rules and our high expectations of behaviour on this day by any individual or group of individuals may lead to cancellation of their Prom ticket or result in an exclusion which may affect their entry to examinations. Each individual has a responsibility to the rest of Year 11 not to “spoil” the enjoyment on this “Leavers Day”
- During the remainder of Term 5 and throughout “Study Leave” students should attend school in normal school uniform

I have been extremely pleased to see that the vast majority of our Year 11 students are attending the **Year 11 Prom at The Bristol Hotel** on Friday 24 June 2011.

During the final Assembly, Prom tickets will be issued and any final information/questions will be dealt with so that students are able to prepare for what I am sure will be a tremendous event. We have the largest number of students ever involved this year.

Staff will be present at the event to meet and greet students at the entrance prior to them going inside when they will need to present their ticket to the hotel’s security staff who will admit them to the venue. The Grange Prom is the only event at the hotel. Staff will take photographs as at past Proms and these will be available on the school website in a secure area for parents/carers/students to view via a username and password (this will be sent to you soon after the event). Please ensure that you keep the password safe as this enables only the year group and their families to view the photographs.

Staff will of course take photographs for students using your cameras but please be aware you are responsible for your own camera so ensure you have somewhere safe to keep it.

We look forward to both the final Assembly and Prom being thoroughly enjoyable and memorable events and I am sure the year group will make both events a credit to themselves and the school.

Finally, I wish all Year 11 students the very best for their examination period, but remind them of their responsibility to themselves to come correctly prepared for all their examinations, particularly the need for thorough revision.

Best wishes for the future.

Steve Cook
Headteacher