

UPDATED YEAR 11 ARRANGEMENTS LETTER 2020

Please disregard any prior versions of this letter.

Dear Parents / Carers

As the examination period draws closer we would like to inform you about the arrangements regarding the start of the GCSE exams beginning **Monday 11th May**. A separate letter will be sent outlining the celebratory events planned for when all exams have been completed.

Experience and feedback from current Sixth Form students has shown that more is gained in the long term by girls being taught by their teachers rather than being at home for long periods of time in the weeks leading up to the examinations.

Year 11 will remain in all lessons up to and including **Friday 22nd May**. The only time when they can CHOOSE (but this is not compulsory) to revise at home is in the half day session before an exam as outlined in the table below:

Periods	Monday 11th May	Tuesday 12th May	Wednesday 13th May	Thursday 14th May	Friday 15th May
Exam am	Computing	French Listening and Reading	English Literature Paper 1	Chemistry and Combined Science	French Writing
1 to 4	Normal lessons for all pupils*	Optional home study for all pupils*	Exam for all pupils then normal lessons	Exam for all pupils then normal lessons	Optional home study for PE pupils*
Exam pm	RE Christianity	Biology and Combined Science	PE	Computing	PE
5 and 6	Optional home study for French pupils, normal lessons for all other pupils	Exam for all pupils then normal lessons	Optional home study for all pupils not taking the exam	Optional home study for French pupils*	Normal lessons for all pupils*

Periods	Monday 18th May	Tuesday 19th May	Wednesday 20th May	Thursday 21st May	Friday 22nd May
Exam am	Geography Paper 1	Maths Paper 1	Spanish Listening and Reading	English Literature Paper 2	
1 to 4	Optional home study for Drama and German pupils, normal	Exam for all pupils then normal lessons	Optional home study for all pupils*	Exam for all pupils then normal lessons	Normal lessons for all pupils

	lessons for all other pupils*				
Exam pm	Drama and German Listening and Reading	RE Islam	Physics and Combined Science		
5 and 6	Optional home study for all pupils*	Optional home study for Spanish pupils, normal lessons for all other pupils*	Exam for all pupils then normal lessons	Normal lessons for all pupils	Normal lessons for all pupils

*** Unless actually sitting an exam at this time**

FULL uniform will be worn at all times throughout this period including during the exams. Incorrect uniform may delay the start of the examination for your daughter.

We recognise that girls can get very nervous before an exam, especially in the morning. Therefore, we will be running exam "surgeries" with free breakfast from 8.00a.m. – 8.30a.m. on the day of a morning exam throughout the examination period up to and including **Monday 15th June**. Teachers of the subject to be examined will be available in the canteen area to answer last minute questions over a croissant and a cup of tea. All girls taking that morning's exam are welcome.

All exam dates and times are accurate on the statements of entry and the timetables already issued by Ms Dalziel.

Please be aware that if your daughter does study BTEC Health and Social Care or BTEC Sports Studies she will be required to attend lessons after May half term through till the end of June, this is so that we can ensure pupils are fully supported with completing their assignments to the best possible standard.

If the behaviour of any pupil up to the end of the May half-term is unacceptable, or adversely affects the learning of others at this crucial time, we may be left with no other option than to remove the pupil from lessons into supervised study.

Please refer to the school website for further information including relevant policies and guidance from the Joint Council for Qualifications regarding conduct during examinations.

Exam Contingency Day

The Exam Boards have set a Contingency Day of Wednesday 24th June. Should there be any emergency within any of the Examination Boards preventing examinations from going ahead, this is the date that will be used. Therefore, it is important that each student notes this date regardless of when their exams finish to ensure that they are available for the whole day.

Year 11 into 12 Induction

This will occur between Wednesday 24th June and Friday 26th June where a number of induction activities will take place across the Sixth Form Consortium. It is **compulsory** for all girls offered a place in the Bishop's Sixth Form to attend the three-day induction as preparatory A Level work will be set to be submitted in September.

Textbooks / Orange Equipment Return Card and Lockers

Textbooks for each subject are to be taken to the Dining Hall on the day of the final exam in that subject. A member of subject staff will collect them and sign the orange equipment return card. Pupils will be issued with this card nearer to the examinations and further details will be given to pupils then. The completed card must be handed in to Ms Graves on the day of each girl's final GCSE examination or by **Friday 19th June** at the latest. All lockers need to be cleared by **Friday 19th June** at the latest. Incomplete cards or no return of the card may lead to a delay in your daughter receiving her exam results in August, as she will have to have the outstanding books signed off then.

Uniform

We would appreciate you donating any items of school uniform to the Parents' Association, particularly skirts, jumpers, trousers and blouses. All items should be brought to the school office. This provides a very useful supply of uniform for our New Intake Evening in July.

GCSE Certificates

GCSE and BTEC certificates will be available to collect from Ms Dalziel from October 2020.

Finally, we hope these arrangements are clear and would like to thank all parents for the support and encouragement you are giving your daughter at this important time.

Yours sincerely

Mr H Pandya
Assistant Headteacher