



# Bishop's Hatfield Girls' School

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Dear Parents/Carers,

I am writing to you regarding the arrangements for Year 11 for the remainder of this term. This is obviously an unusual year and we are keen to continue to teach and support our pupils for as long as possible as they prepare for and complete their subject assessments over the next few weeks. We also want to make sure that they feel ready for the next stage in their education and provide a smooth transition to post-16 study.

## Study leave / leave dates

Year 11 assessments begin on Tuesday 4th May. We require **all** Year 11 to continue to attend school until **Friday 21st May**. There is a Mathematics assessment on the afternoon of Friday 21st May and for many pupils that will be their last assessment. On Monday 24th May **only** BTEC Health & Social Care students need to attend for their assessment that afternoon; they may come in at lunchtime if they prefer, but their usual Monday morning classrooms will be available for them to work in if needed.

When assessments are not taking place lessons will run as normal and these lessons will provide a good opportunity for pupils to work with their teachers to help them to prepare. If a pupil has an assessment in the afternoon they **may** request that their subject teachers that morning allow them to revise for the afternoon assessment. Subject staff will permit this to happen and pupils will remain in the classroom with the rest of the class. In most cases we expect pupils will choose to work with their subject teacher on that subject rather than to revise another subject, but the option is there for pupils. It will be up to pupils to bring appropriate revision material with them to all lessons.

Once all assessments in a subject have been completed, pupils should continue to attend those lessons and bring revision materials with them to work on for their upcoming assessments. Teachers will provide a quiet working environment where they can revise on their own or with their peers.

In order that all pupils are able to prepare properly for their assessments we will continue to expect the highest standards of behaviour of our Year 11 pupils. Our Actions and Consequences will be applied. If any pupil disrupts the learning of others they will be removed from lessons and we reserve the right to send pupils home for poor behaviour if this is disrupting others.

We would ask that all pupils remain available to come into school until Friday 28th May as they may need to submit outstanding work or finish off BTEC assignments. Attendance at school will not be required for all but we need to be able to contact pupils and call them in to school in case of need.

***"This is an OUTSTANDING school" - Ofsted 2016***



## Sixth Form Induction

For those pupils returning to our Sixth Form, information about the induction programme and assignments will be sent to you soon. An important part of this are the induction lessons in school. These have been extended this year and will take place from 18th-25th June. It is important that all applicants attend the full week so that they can be properly prepared for starting their Post-16 studies next year. Any student applying to college or another provider next year should contact them about what provision they are making for induction.

## Textbooks / Orange Equipment Return Card and Lockers

Once Year 11 complete assessments for any given subject it is important that textbooks are returned and lockers are cleared. Textbooks for each subject are to be returned to subject teachers during lessons by **Friday 21st May** at the latest. The system for monitoring returns involves teachers signing an orange card to note which resources students have, this is then followed with a second signature when resources are returned. Pupils will be issued with these cards in the next few days .

All lockers will also need to be cleared by **Friday 21st May** at the latest. Padlocks will need to be returned to form tutors, who will then sign off the 'locker' section of the orange card.

Pupils are also responsible for acquiring signatures from the Library and Finance Office to evidence that there are no overdue books or remaining payments required.

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. All completed cards must be handed in to Mrs Dayton by **Monday 24th May**.

Finally, a reminder that (all being well) Year 11 Prom will take place on Friday 25th June. After such a disrupted year we are very pleased to be able to offer this opportunity, something not many schools are doing this year.

Thank you for all the support I know you are giving your child at the moment. I have been impressed with the mature attitude the pupils have shown towards their final few weeks of Key Stage 4.

Yours sincerely,

Mr A Wood  
Headteacher