

11th May 2022

Dear Year 11 Parents/Carers,

I am writing with a final update on plans for the Year 11 GCSE exam period this year. I ran an assembly for students today, so they are aware of all of this information.

Friday 13th May is students last 'normal' teaching day. Students will have some lessons on this date. They will also have a Leavers' Worship Service, a final year group assembly, and a leavers' picnic. Students should wear full school uniform on this date, including school shoes. They should arrive for 8:30am as normal and they will be dismissed earlier, at 1:30pm. We will be providing lunch for the picnic, free of charge, to all students but they may bring in additional food items and soft drinks to supplement the school offer if they wish. Please ensure these do not contain nuts or sesame. If your child has ordered a leavers' hoodie they will be able to collect it on this date. We will also be allowing students to sign shirts from 12:30pm on Friday 13th – if you would like to send them in with an additional shirt for signing on this date please do.

The GCSE exam period then starts on Monday 16th May. All students will be required to be in school full time until the summer half term break. They must wear full school uniform throughout the exam period (blazers are not required within the exam hall). We have planned an adapted timetable for students so that they have final lessons before exams (please see a reminder of this timetable sent with this letter). We are also running morning briefings before exams and final Period 7 sessions after school. Students must arrive in school at 8:20am at the latest through the exam period. Morning briefings will start promptly at 8:30am in the sixth form social room and exams will start once briefings have finished and students are settled, at 9am. For afternoon exams students will line up on the MUGA at 1:20pm and we will start afternoon exams at 1:30pm.

After the summer half term break students will have more flexibility to study from home between exams if they wish. We will continue to run final lessons before exams and final Period 7s and we may require some students to attend full time during this period. If students are leaving school between exams it is vital that they sign in and out at the school's main reception.

If students are ill on the morning of an exam, they should carefully consider whether they are too unwell to take the paper. If they feel unable to sit exams it is vital that we are notified of their absence before 8am, via the usual absence channels.

Half term intervention sessions will be running on Monday 30th, Tuesday 31st May and Wednesday 1st June. If your child is invited to these sessions it is vital they attend for this support. If your child is not invited to a session but wishes to attend they should speak to the relevant Head of Department, or Mr Parker-Sibun, Head of Year, and we will accommodate them.

We have reminded students of the importance of impeccable conduct in the exam room. I am sending copies of the slides that we have delivered to them today with this letter so that you are aware of the key exam room regulations and can reiterate the importance of these to your child. Please ensure that they have a clear water bottle and a clear pencil case to use, as they will not be permitted to bring opaque pencil cases and water bottles into the exam room, in line with JCQ regulations.

We will be providing some treats for students through the exams and breakfast items on some dates to support their well-being. We are also taking every opportunity to remind them of the pastoral support available to them in school during this stressful time.

I would urge you to be aware of your child's plan for celebrating after the final exam – for most students this will be 23rd June. Every year in Brighton there are issues when large groups of Year 11 students congregate in the city after the final exam and I would want to protect our students from any problems on this date.

If you would like to donate your child's uniform, including PE kit, to our PTA for re-sale when they have finished with it we would warmly encourage you to bring it into the school's reception where we will have a drop box facility set up for this purpose. Items do not need to be washed – we will take care of that. In increasingly difficult financial times many families very much appreciate the opportunity to buy heavily discounted second hand uniform.

Thank you for your ongoing support as we work with this fantastic cohort of students to help them through these final weeks. I am confident that this group will do extremely well this summer and will be well rewarded for all their efforts over the past five years with us at King's.

Please do not hesitate to get in touch if you have any questions regarding the content of this letter via admin@kingsschoolhove.org.uk

Yours sincerely,

Mrs S Price
Headteacher