

March 2018

Dear Parents/Guardians

We are rapidly approaching the start of the main GCSE examination period. Enclosed is an exam timetable for the forthcoming exams. Please check that the name on the timetable is correct as this will appear on the final certificates. Please also check that your son/daughter has been entered for exams in all their subjects and if relevant, at the correct tier. Please contact the exams' office if any of the details are incorrect. In addition to the exams on the individual timetables, there will also be exams on the following dates:

Date	Length	Activity
21 March	All day	Drama Moderation
23 March & 26 March	All day	Art Exam
17 April – 26 April		MFL Speaking Exams (Teachers will give students details of their exam date)
19 April	All day	Dance Moderation
27 April	All day	PE Moderation

Please ensure that a copy of your son/daughter's examination timetable is clearly visible and discussed at home.

There are a small number of students who will have an exam clash between exams. The Exams Officer will be in touch with details of how this clash will be managed.

Revision

Almost all the Non-Examined Assessment (coursework) has now been completed in the subjects where it still exists and the focus for lessons next term will be on revision. Our expectation is that students should be completing a minimum of 2-3 hours of revision per night during Term 5. They are being provided with detailed guidance on how to prepare for their examinations both by their subject teachers and Heads of House. Each subject has also provided students with specific details of their exams and the topics which need to be revised. Revision guides and additional past exam papers are also available to purchase in all subjects from Student Services.

The link below will take you to the Parents' Information section of the school website. You will be able to download a copy of the presentation from the 'How to revise effectively evening' as well as the Year 11 Revision Booklet. This document contains links to the GCSE specification for each subject which lists the content which needs to be learnt:

<http://gillotts.oxon.sch.uk/teaching-and-learning/exam-information>

Year 11 Revision Sessions

There is also a link on the school website to the revision sessions which are taking place in subjects outside normal lesson time. This can be accessed by following the web link in the last section of this letter.

During the Easter holiday

We would like to recommend that all Year 11 students create a revision schedule for the Easter break and revise a minimum of **three hours** per day. This is a good amount of time to help develop their knowledge in each subject area, whilst giving them free time to relax.

End of normal lessons

It is our experience that students prepare better for their examinations by combining home study with a structured school-based revision programme. All Year 11 students will therefore continue to attend school as normal each day until the end of school on Wednesday, 23rd May 2018.

From Thursday 24th May, students will only need to attend school if they have an exam or if they have a scheduled revision lesson. We will be sending home a timetable of revision lessons during the 'study leave' period and we expect all students to attend these sessions.

End of Year 11 celebrations

We will be holding the Year 11 Leavers' Assembly and shirt signing session on Friday 11th May. It is important that all students conduct themselves very sensibly on this day and during their remaining time at school. The end of the exam period will be followed by the Year 11 Prom on Friday 22nd June.

Whilst we are really looking forward to celebrating the end of their time at Gillotts School with Year 11, it is important to draw your attention to the fact that we expect excellent standards of behaviour across the whole of this period. Students will not be allowed to attend the Prom if they do not meet our expectations. These include:

- excellent attendance over the next few months (unless there is a clear reason for absence)
- excellent behaviour, including on Friday 11th May (Leavers' Assembly Day)
- attending all school detentions
- they submit a Leaver's Form (attached)

We will also be holding a Year 11 photograph on the last PSHE Day of the year (Wednesday 2nd May). Students will only be allowed to participate in this event if they attend the morning sessions.

Book returns

If your child has borrowed any textbooks or other learning resources from school these will need to be returned to the OLC. Students will need to complete a Leaver's Form which will be issued by their tutor. I would like to encourage students to return their textbooks after the end of their final examination in each subject. Every student needs to ask all their teachers to sign this form to confirm returns. The completed form should be returned to Student Services by the morning of Friday 22nd June.

Picking up exam results

Students will be able to pick up their GCSE results from the School Hall at 10.30am on Thursday 23rd August. If someone else will be picking up the results they will need to be provided with a signed letter on the student's behalf. Also, if you would like the results to be posted or will be moving house over the summer please can you let the House Base know as soon as possible.

Seeking help and support

We are aware that it can be a stressful period for some students and I would like to encourage you to contact your son/daughter's tutor or subject teachers if you have any concerns. It is also important that students build relaxation time into their revision programme and get plenty of sleep.

Please return the attached Study Leave Reply Slip to Student Services by Wednesday 28 March 2018.

We wish your sons and daughters every success in their exams.

Yours Faithfully,

E. J. Newbold

Dr Newbold
Deputy Headteacher

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Year 11 GCSE Examinations

Study Leave Reply Slip

Please return to Student Services by Wednesday 28 March 2018.

Student's Name:.....Tutor Group:.....

I acknowledge receipt of the letter relating to the Year 11 GCSE Examinations and give permission for my child to have study leave from 3.30pm on Wednesday, 23rd May.

I have also reminded them of the importance of maintaining excellent standards of behaviour and attendance during the exam period.

Name of Parent / Guardian

Signature of Parent / Guardian

Date:

