

04 May 2022

Dear Parent/carer

### **Year 11 students – arrangements for Summer term 2022**

As your son/daughter is nearing the end of their studies at Ark Victoria Academy, it is appropriate to inform you of what will be happening over the next few weeks.

Our Year 11 students will remain full-time in school until **Friday 27<sup>th</sup> May**, attending lessons and revision sessions between examinations. We have been delighted so far with the focus, dedication, and good behaviour of our students during lesson time; well done Year 11!

As a way of rewarding our students for their focus and to support them with their developing independence, providing that we continue to see the commitment that we have seen so far, we will allow Y11 students study leave from **Monday 6<sup>th</sup> June**.

### **Study Leave**

From Monday 6<sup>th</sup> June, your child will be expected to work independently from home, but **they must attend all planned revision sessions and examinations in school**. Please see the attached timetable for when these sessions will take place. We recognise that for some students working from home can present a challenge, therefore we will continue to offer supervision for any students wishing to continue their revision in school.

During study leave, students should arrive at morning revision sessions at **8am** and for the afternoon sessions please arrive at **11.25am**. Students must not be late and should arrive via Talbot Way, using their own Year 11 entrance. Students wishing to continue to attend school during study leave must complete the reply slip at the bottom of this letter, and return it to their form teacher by Monday 16<sup>th</sup> May).

### **Expectations**

Students attending school for any reason must wear full uniform; normal school uniform policy applies and any students not complying with this will be sent home. Any pupils who are deemed to be disruptive in the final weeks will be sent home early and not included in any of the final celebrations.

### **Breakfast club**

A healthy, balanced breakfast fuels your body, balances your blood sugar levels, and speeds up your metabolism. To function optimally, your brain needs water, fat, glucose, and vitamins. A chocolate bar, bag of crisps, donut, or energy drink is just not enough. During the exam period, we will provide students with breakfast in the dining hall from 07.30am.

### GCSE Exams

If your child has a morning exam, they must arrive at school no later than **8am**. For afternoon exams, students must be in school by **12pm**. Please consider this when making appointments as students must be at the examination at the designated time as these are public examinations. Please see the timetable for additional revision slots.

### Student absence during exams

If you are sick on the day of an exam, you should contact school or college as soon as possible. You will require a medical certificate from a hospital or your GP.

### Revision sessions

Students attending morning revision should arrive to school for 8am using their Year 11 entrance and go straight to their revision session (see timetable). Most afternoon revision sessions will start promptly at 11.25 with lunch available from 12.15. Afternoon exams will start at 13.00pm.

### National Contingency Day

We are required to reserve a day for any national emergency that could impact on the GCSE examinations. Parents and students must be aware of this date and ensure that they are available on Wednesday 29th June 2022 if required. Holidays should not be taken until after this date.

### Device handover

On **23<sup>rd</sup> June**, all students must bring in their laptops and any other devices loaned to them from school; including bags and chargers. A polite reminder that devices have been signed for by parents and the agreement confirms that any lost or damaged devices will be charged to parents.

### Prom & Leavers Day

Due to the small number of students signed up for prom, we have made the decision to cancel Prom 2022. Any parents who have paid via Parent Pay for this will be refunded. The Alton Towers Leavers Day trip will go ahead as planned on **Thursday 30<sup>th</sup> June 2022** and final payments must be made no later than Friday 20<sup>th</sup> May. Students should arrive at school at 7.30am on the day and will arrive back at Ark Victoria at 6.00pm.

### Celebration & shirt signing Day

On **Friday 24<sup>th</sup> June**, we would like to invite our students back to school for a celebration afternoon. The afternoon will reflect their secondary journey and is an opportunity to come together as a year group and as staff to wish them well. There will be food available as well as some other fun activities which will remain a surprise to them until the day. Shirt signing must be done on this day only and all comments must be appropriate and not able to cause offence, and it must only be Year 11's signing shirts.

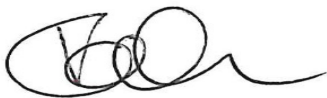
### Results Day

Results will be published and available for student collection from school from **09.30am on Thursday 25<sup>th</sup> August**. Students who are unable to collect their certificates may leave an A4 stamped addressed envelope

at school before they leave, if they wish results to be forwarded to them. Those who wish to receive their results in person may collect them after 10am on results day.

Finally, may I wish your son/daughter every success both now and in the future and thank you for the support that you have given to the school over the past five years.

Yours sincerely



**Miss V Chatwin**

Assistant Head Teacher - Behaviour, Culture & Ethos

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**Reply slip** (please complete and return to your son/daughter's form teacher by Monday 16<sup>th</sup> May)

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I, the parent/carer of \_\_\_\_\_ in form \_\_\_\_\_

Request that my child attends school during study leave from Monday 6<sup>th</sup> June.

Signed \_\_\_\_\_ Date \_\_\_\_\_