



Penistone Grammar School

Never Stop Flying

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Achieving Excellence through a Values Driven Education

Dear Parent / Carer of STUDENTS FULL NAME

Year 11 Exam Arrangements and Study Leave

As we draw to the conclusion of the compulsory secondary education for our Year 11 students, we wanted to write to share important information with you.

Before we do, it is important to say what a fantastic year group Year 11 has been. Their positive culture has rivalled the best we have seen, and they continue to make us proud every day. We know that this is a stressful time, and we remind them that the results they get do not define them as a person. If they can say they gave it their very best effort, then we can ask no more.

EXAM NOTICE

Your child has been given their personalised summer examination timetable, which includes seating arrangements and their access arrangement provision if applicable. Students who are clash candidates (more than one exam scheduled in the same session) have been given their clash paperwork attached to their exam timetable. A signed copy has been retained in school if required for inspection purposes. Only items required for the exams and revision should be brought into school. They have also been provided with a candidate examination handbook which gives a comprehensive overview of the exam period and key information. Students taking exams in the summer season must have a locker to store their personal items; this can be arranged at the school reception.

Students must attend lessons as normal in full uniform. We have expert teachers delivering revision sessions; students need to be in school for this. If students are attending a lesson where they have already had an exam, they must still attend the lesson but bring revision materials with them for other subjects. If there is an afternoon exam and students are timetabled for a different subject during period 3, we will make provision for them to come out of that lesson and study in the Lecture Theatre for their afternoon exam.

Revision will be the focus in mentor time; students must bring relevant material.

Please look at the end time of exams; students may not be able to use school buses to get home if the exam ends after 15:00 so they will need to make alternative arrangements. This also applies once study leave has commenced.

MONDAY 2 JUNE ONWARDS: STUDENTS ARE ON STUDY LEAVE

Students have been informed that they can still follow their normal timetable and attend with their normal subject teachers, or they can choose to study at home when they do not have a GCSE exam.

Students must be at their exams by 08:20 for morning exams, or 12:45 in the afternoon. Throughout the exam period students are expected to be in **full uniform**.

THURSDAY 19 JUNE: LEAVING ASSEMBLY

This will be a fantastic opportunity to celebrate Year 11's five years at Penistone Grammar School. The Leavers' Assembly will take place on Thursday 19 June at 8.45am. This will be a **non-uniform event** and will take place in the lecture theatre. Students will be requested to leave the school building immediately following the assembly which will finish at approximately 10am. We reserve the right to refuse admission to the leaving assembly due to students' poor behaviour during the exam period.

If students want to have a memento of a signed shirt, then this must not be the one that they are wearing, so please encourage them to bring a

spare. Please can we ask for your support on the above by reinforcing the information with your child.

FRIDAY 27 JUNE: PROM

The Year 11 prom will take place at The Holiday Inn, Barnsley Road, Dodworth on Friday 27 June. Students may start arriving from 6pm onwards for a 7pm start. The dress code for the prom is formal dress wear.

Tickets will be on sale via ParentPay priced at £26.00 from Tuesday 6 May. These will be distributed to students during the week commencing Monday 2 June. We are fully aware that these are difficult times for many and, with this in mind, if you feel that you would benefit from some financial support, please do contact us.

An official photographer will be present throughout the evening and if students would like to purchase a print on the night these are £12, or three for £25 (can be different images but same student). Unfortunately, these can only be purchased in cash.

If any student has any food allergies / intolerance, please could you inform Mrs. Putsoane.

HOODIES / YEAR BOOKS

The leavers' hoodies will be distributed on Friday 23 May. We are currently waiting on confirmation for delivery of the Year Books, and will communicate separately when they will be distributed.

PARENTPAY

From Monday 19 May Year 11 students will be unable to go into a negative balance on their lunch account. From this date, students wishing to make purchases must ensure that they have sufficient funds on their accounts each day or make alternative arrangements. We politely request that balances on Parentpay will need to be cleared in full before students' final examination.

CLEARANCE FORMS / LOCKER KEYS

Students will be given a clearance form to ensure that school textbooks and locker keys are returned. As students complete their examinations, they should return any books to their teacher who will sign the clearance form. When completed they should return the form to reception with their locker key in return for their £5 deposit.

THURSDAY 21st AUGUST: RESULTS DAY

On results day students can collect their exam results from 9am. If they are away, they can send us a stamped address envelope covering the full postage cost or they can nominate a relative/friend to collect their results on their behalf. We will require written consent from the student, naming the person collecting the results. The nominated person will then have to bring photographic ID with them to collect the results. Unfortunately, we are not able to email results or post them to an alternative address.

Finally, can we wish all our students the very best of luck during the exams. It can be a very busy and stressful time for all involved. We are here to support, should you need anything.

We are incredibly proud of this year's Year 11 students and are sure they will excel.

Yours sincerely

Mrs K Booker
Achievement Leader

Mrs R Putsoane
Year 11 Student Support Officer

Mr N Green
Assistant Principal