



# YSGOL BRYN ALYN

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Headteacher: Alison Kipping, B.Sc. (Hons.) M.Ed

May 2018

Dear Parent/Guardian

## RE: Year 11 Arrangements

The GCSE exam period is upon us and I am delighted with the way Year 11 pupils have approached the final chapter of their learning journey with us at Ysgol Bryn Alyn. Outlined in this letter is key information which will be useful to support your son/daughter.

1. Your son/daughter will receive his/her 'YBA Achievement File' in a ceremony at the school on the morning of Monday 18<sup>th</sup> June 2018. A number of governors and teaching staff will also be present. If you wish to attend, please return details on the attached form to your child's Form Tutor.
2. Following the completion of the presentation ceremonies, pupils will be expected to stay in school and complete the day, attending lessons and revision sessions, as per a normal school day.
3. Lessons will continue as normal throughout the period from Tuesday 8th May to Friday 15th June 2018 - **attendance is compulsory**. Examination sessions will be run concurrently with our normal timetable. Revision sessions will play a key role at this time both during and after school.
4. The GCSE examinations commenced on Tuesday 8th May and continue until the end of June. Your son/daughter will already have provided you with a Statement of Entry, which sets out the dates and times of his/her exams. He/she will also have received a copy of the school Examination Timetable. In the event an exam is missed, a candidate may not sit the paper later than others. If a pupil arrives late for an exam, he/she may be refused entry. Where a candidate fails to attend an examination, the school will send the parent a bill for the entry fee, which could be up to £40 for each examination.
5. Please remind your son/daughter that all candidates should follow school policy and are therefore required to **wear full school uniform at all times**.
6. In order to support pupils in the final 'run-in' to the examinations, a number of subject departments will continue to provide structured revision lessons after school and during the Whitsun holiday period. I ask that you should strongly encourage your son/daughter to attend these sessions, which will be invaluable at this stage in preparation for the final examinations

7. The Exam study period will begin on Monday 18th June 2018 for all pupils. From this date, pupils only need to attend school for their remaining exams and the timetabled compulsory revision sessions.

**Should your son/daughter have completed his/her timetabled examinations before the set date, permission can be gained from Mr W Beddoes, Year 11 Achievement Co-ordinator, for your son/daughter to complete his/her period of compulsory education earlier than stated. This consent can only be given following an interview between your son/daughter and Mr Beddoes. Any pupil who does not seek this approval will be marked as an unauthorised absence and his/her invitation to attend the 'Prom' will be withdrawn.**

8. GCSE results will be received in school on **Thursday 23rd August 2018**. Senior staff will be available in the school canteen on this date from 10:00am until 1:00 pm to provide pupils with their examination results and offer guidance as required. Our Careers Adviser will also be available to offer any additional support, if necessary.

I feel sure that you will continue to support your son/daughter over the coming weeks and that you will encourage him/her to follow a revision programme to enable him/her to be fully prepared for the GCSE examinations.

I should like to thank you for the role which you have played in our partnership, and particularly for the support that you have given in assisting your son/daughter to fulfil his/her potential over the past five years. The school looks forward to news of his/her successes in the forthcoming examinations.

Yours sincerely

A handwritten signature in cursive script that reads "A. Kipping." The signature is written in black ink on a light-colored background.

Miss A Kipping  
Headteacher

**YBA Achievement File Presentation Morning**  
**Monday 18th June 2018**  
**9.30am**

We **will/will not** (delete as appropriate) be attending the YBA Achievement File Presentation for

**Pupil Name:** \_\_\_\_\_ **Form:** \_\_\_\_\_

**Parent/Guardian – please print name:** \_\_\_\_\_

**Parent/Guardian's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**PLEASE RETURN TO YOUR SON/DAUGHTER'S FORM TUTOR BY 4th JUNE 2018**