



Wales HIGH SCHOOL

HEADTEACHER: MR. G. DI'IASIO

CCO/HB - May 2019

Dear Parent/Guardian

Leave of Absence – Year 13

As Year 13 students prepare for the last stage of their examination courses, we have finalised our arrangements for revision and preparation time in order to best support all students at this crucial stage. We believe that the revision programme should be designed to cater for individuals due to the personalised nature of each student's examination timetable. This combined with the fact that some vocational courses have a later date for completion means that it would be impossible to choose a date that suits all. For this reason the following arrangements have been decided upon:

- There will not be a specific date for leave of absence as this will be **after** the end of your son's/daughter's last examination/coursework deadline.
- Normal lessons will take place up to the Spring Bank Holiday week (Friday, 24 May 2019).
- From week commencing Monday, 3 June 2019, students only attend timetabled lessons. They will not attend morning and afternoon tutor group.
- Students will attend all lessons until their course and examination in that subject is completed.
- If a student has completed all of their examinations in a particular subject they will not have to attend any of these timetabled lessons. Instead they can use the school's facilities to revise for other subjects, or revise at home.
- If a student wishes to revise at school, but they are not timetabled for a lesson, they need to sign in and out using the electronic system as normal.
- Those students who are following vocational courses will not be able to start their leave of absence until course leaders in these areas confirm that all work has been completed.
- The usual leave of absence before examinations will stand (two sessions off prior to the examination – for all examinations).
- We understand that some highly motivated students with an excellent work ethic will benefit from independent study at home. With liaison between the department and the student this can be arranged on an individual basis after a consultation with me.

We have spent a considerable amount of time discussing these arrangements with curriculum leaders and Sixth Form students and I hope that you will feel confident that this will provide maximum time with specialist teachers and also allow for effective examination preparation.

This is a busy and exciting time for all of our Year 13 students, but we are confident that, together with your support, the year group will achieve a fantastic set of results in August. We know that you will be doing all you can to help your son/daughter maintain their work ethic as they approach this important final hurdle and we look forward to seeing many delighted faces at Wales High School on results day – **Thursday, 15 August 2019.**

Please seek advice immediately should you need clarification or support for any aspect of this crucial period of time. Thank you for your continued support.

Yours sincerely

Miss C Cooper
Director of Sixth Form