

May 2017

Dear Parents and Guardians,

Year 11 Study Leave

I thought it would be useful to provide you with details of the arrangements in place for Year 11 students during the study leave period which begins on **Monday 15th May at 3.50pm.**

During this period, students are only required in school for the examinations they are sitting. For morning examinations, they should report at 08:45 and for afternoon examinations, at 13:15.

However, if students are unable to be collected or make their own way home after a morning examination, or need to come in on the school bus for an afternoon examination then a room (C2), **with staff supervision**, will be available for revision and students should report to this room when not in the examination.

Additionally, of course, students may have made arrangements to see members of staff for additional help and, in this case, they should go directly to the member of staff. Please note, of course, that this is something which should be individually arranged in advance rather than just dropping in on an ad-hoc basis, as the member of staff may be teaching or invigilating at that time. Students who are in school to revise or see a member of staff **must sign in and sign out at reception.**

Whenever a student is in school or travelling on the school buses, whether for an examination or for additional help, they should be in school uniform. Please note that pupils must not use the school bus service to come to Blackburn and spend their time in town, as this is not the intention of the study leave.

May I also remind you that Book Return day is **Tuesday 27th June** and students should register in forms at 08:45 when they will receive instructions and paperwork for the morning. Once all books have been returned and the necessary signatures obtained, students are free to leave. Any books not returned will, of course, be billed. Again, we ask that students are in uniform for the day.

All GCSE candidates are expected to be in school **in person** on the morning of **Thursday 24th August 2017** to receive their GCSE results and to finalise their plans for the academic year 2017/2018. Some very serious decisions have to be taken on this day and any delay can disadvantage the students, **so if at all possible please try not to be away from Blackburn at this time.**

Let me take this opportunity to wish all Year 11 pupils every success in these important examinations; hard work is usually rewarded!

Yours sincerely,



Mrs CY Gammon