



## Nidderdale High School

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Consultant Headteacher: Chris Rowbottom  
Joint Heads of School: Kath Jordan, Siân Dover

Our ref. KJ/ar

6th April 2017

Dear Parent/Carer

Now that the exam season is so close, we would like to share some important reminders and updates with you. In order to support Year 11 students at this crucial time, we will be making some changes to the daily routine and timetable.

### **Modified timetable**

From Monday 8<sup>th</sup> May, students in Year 11 will be following a modified timetable which creates additional subject specific revision before each exam and provides opportunities for supervised private study. Students will be issued with the timetable for w/c 8<sup>th</sup> and 15<sup>th</sup> May after the Easter break. A copy will also be published on the school website.

### **Uniform**

From Monday 8<sup>th</sup> May students may wear non-uniform, sensible casual clothes each day if they don't have an exam. However, please note that all students must wear full uniform for all exams.

### **Revision sessions**

In addition to the timetabled blocks of revision, each morning during the exam period is used for final revision. Students may collect a light breakfast snack and attend revision/exam "briefings" before morning exams. A revision class programme for the Easter holiday has been issued separately. During the May half-term holiday we also hope to run revision sessions in several subjects. We will also be running several Saturday revision sessions. All students will be welcome to attend relevant sessions but some priority students will receive a specific invitation and will be expected to attend if at all possible. The after school revision sessions will also continue to run over the next few weeks after Easter.

### **Revision at Home**

Whilst the school has made every effort to provide a wide range of revision opportunities for students, this should in no way be seen as a replacement for revision at home. Students have been reminded of the key pointers for effective revision which centre around transforming information from one format to another, summarising and condensing information and regular review and revision of the key points. This means that it is important for students to spend some time on revision tasks at home each day. Please remember to use the Get Revising website at <https://getrevising.co.uk>

### **Extended lunch break**

From Monday 8<sup>th</sup> May we will be reducing lesson 3 to 45 minutes to allow Year 11 students the opportunity to take one hour for lunchbreak and leave the site if they wish to do so. As noted on the amended timetable, there are some occasions when we give permission for students to leave school for the whole of period 3 to spend lunchtime in Pateley Bridge. Please note, students who still have Controlled Assessment work to complete will not be permitted to do this. If you are happy to give permission for your child to be off site at lunchtime, please sign and return the permission slip at the bottom of this letter.

**Examination timetable**

Your child has been issued with a copy of their examination timetable. It is essential that all exam sessions are attended. Failure to attend without a medical reason will result in a charge to cover the cost of exam entries. Students should arrive at the exam venue 10 minutes before the published start time for each exam. Please note that the GCSE Resistant Materials exam on 16<sup>th</sup> June is likely to run beyond 3.15pm and therefore if your child takes this subject you may need to make alternative arrangements for transport home. If your child is entitled to extra time in any examination, the afternoon sessions may run beyond the end of the school day. Your child has already been asked to check the personal details recorded on their statement of entry. Please note that these details will be used for all examination certificates so any inaccuracies must be noted now. Examination boards charge a minimum of £40.00 to issue amended certificates.

**Illness and absence**

If your child is unwell on the day of an exam it is important that they attend unless they are too ill to do so. Please ring school to inform us of any illness and we will make any arrangements we can to make the exam experience more comfortable. If you are able to provide a doctor's note/certificate stating that your child was unwell when they took the exam, we are able to apply for special consideration. If a student misses an exam through illness they MUST have a doctor's note/certificate to state they were too ill to sit the exam. We are then able to send this to the exam board who will decide whether or not to award a grade. It is important to note that a grade will not be awarded if the element a student misses represents more than 40% of the final total. If you are unsure what to do, please ring the school for advice.

**Examination results**

Exam results will be available from school on Thursday 24<sup>th</sup> August from 10am to 12 noon. If your child is unable to collect results personally they can provide a self-addressed envelope for results to be posted. Alternatively they can give **written permission** for a family member or friend to collect results using the Collection of Results form on the school website Students tab. We are unable to give results by telephone to anyone including the candidate.

Thank you for all the support you are giving to ensure your child's success at this important time. Please do not hesitate to contact the school if you need any advice, guidance or support at this important time.

Yours faithfully

Kath Jordan & Siân Dover  
Joint Heads of School

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**REPLY SLIP – PLEASE RETURN TO SCHOOL OFFICE BY TUESDAY 2nd MAY**

Name of student .....Form .....

**I GIVE** permission for my son/daughter to leave school for extended lunchbreak to spend time in Pateley Bridge from 8<sup>th</sup> May.

**I DO NOT GIVE** permission for my son/daughter to leave school for extended lunchbreak

**(Please tick as applicable)**

Signed by parent / carer ..... Date .....