

# QUEEN ELIZABETH'S GRAMMAR SCHOOL

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2<sup>nd</sup> May 2019

Dear Parent/Carer

## Year 11 Celebration, Examinations and Revision 2019

### Year 11 Celebration Day

On Friday 10<sup>th</sup> May, we will be holding a celebration day from 11:30am for Year 11 students in recognition of their dedication and hard work. We are rightly proud of our students and want to recognise their efforts and successes. The levels of stress and anxiety that the exam season can cause are well known and we wish to use this celebration day as a way of allowing our students to relax and enjoy their day prior to the exams beginning.

The celebration day will begin at 11:30am in the Sixth Form Centre and students should arrive at school for this time. For those only able to arrive at the normal start time of 8.50am, we will provide a 'quiet study' room at the Sixth Form Centre.

Students are to arrive at the Sixth Form Centre at 11:30am and will be assigned a form room. From 11:30am - 12:00pm students will be handed leavers books and time will be given for book and shirt signing. The school have generously funded a BBQ lunch and organised a range of activities throughout the early afternoon (such as Tug-o-War, Form Rounders, and team building activities) followed by a celebratory assembly. Dress code for the day will be **either** normal school uniform **or** sports kit.

Coincidentally, our Year 11 football team have advanced to the county cup final, which takes place on the same day as the Year 11 Celebration at Derby County training ground. A large number of Year 11 students have expressed a wish to attend and support the team in their final and, as such, we have arranged for two buses to take students to the match, returning them to QEGS at 20:30pm. Places are limited to two buses so it is important that students sign up in the pastoral office as soon as possible. Students who attend the match will be given their leavers hoodie on the bus, and students not attending the match can pick their hoodie up on Monday 13<sup>th</sup> May.

There are many traditions that coincide with the end of Year 11 (many positive but some negative for which normal sanctions will apply) and we wish to address some of these.

**Shirt Signing:** We are happy for students to sign shirts on the 10<sup>th</sup> May, however they are not to be worn and comments must not be offensive, otherwise these will be confiscated. Writing must also be confined to the shirt and not parts of the body. Students should bring in a shirt to be signed.

**Leavers Hoodies:** We have decided to allow Year 11 students to wear their leavers hoodies during the examination period (May 13<sup>th</sup> onwards) but not in the exam hall itself, they should be removed as normal outer wear.

The Prom will take place on 28<sup>th</sup> June at 7pm, at The Platinum Suite, Uttoxeter Racecourse. The deadline for payment is 20<sup>th</sup> May 2019.

QEGS Academy Sponsors: The Woodroffe Benton Foundation - The Old Trust (founders 1585)

## Year 11 Examination Period

Your child will begin the majority of their GCSE examinations week commencing Monday 13th May 2019 and the timings of the school day will be slightly altered to accommodate morning and afternoon examinations: 9.00am start for all AM exams, 1.30pm start for all PM exams.

All students have been issued with a personalised exam timetable, together with a booklet containing useful information relating to examinations. This booklet and a summary timetable for all examinations is available on the website. **All examinations will take place in the Sports Hall**, unless otherwise stated. **Students with examination concessions will sit their examinations separately at the Sixth Form Centre** (these will be coordinated by Miss Steel).

The DfE states that schools do not have the right to send **all** students in Years 7-11 home to study (what is commonly referred to as 'Study Leave'); it is the school's duty to teach and prepare students up to each examination. Our principal aim is to maintain as much contact time with subject teachers prior to the examination. After all, who best to lead revision and examination preparation than the subject expert, who has thorough knowledge of the new examinations and new mark schemes. A timetable of pre-examination revision sessions has been attached to the letter and uploaded on to the website this week. All students are expected to attend these to complete vital revision with specialist staff.

Therefore, we have decided on the following:

- **Students will attend school and follow their normal lesson timetable, either attending lessons, scheduled revision sessions, or sitting examinations, until Friday 14th June 2019.** This date has been identified as the point at which the majority of examinations are finished. Attendance registers will still be active up until this date and the information will form part of any reference and/or application for QEGS Sixth Form or another institution. However, **some students have earned the right to some limited flexible study through the 'Countdown to Success Cards'; these students have been allowed to trade these cards in for half day blocks of flexible study that can be taken from 3rd June at home or used in school to go into the quiet study room.** Students need to inform their tutor of the days they intend to use this prior to breaking up for half term. They must still attend pre-exam revision sessions. Please see the attached revision session timetable for more information.
- Following the Physics examination on 14th June onwards, students will attend school to sit examinations or to attend scheduled revision sessions, but there **will not** be any lessons, and the normal timetable will be collapsed. We will also have a quiet revision room available for students who want to come to school for part or all of the day, to help prepare for examinations. Subject staff will be available, should students have any last-minute questions before an examination. From Friday 14th June onwards, attendance registers **will not** be active, except for attendance to examinations and revision sessions.
- There will be flexible use of period 6 from May 13th onwards; during P6 the canteen will be available for all Year 11 students who cannot make their own way home, particularly those using school buses, staff will be in the canteen to provide key messages, help and support, as well as complimentary juice, tea and biscuits.
- A quiet study area will also be available at lunchtime each day in the library and on level 1.

I would be grateful if you could please note the following rules and make sure that your child is aware of them:

- **No** mobile phones, iPods, MP3s, MP4s or Smartwatches to be taken into any examination. All wrist wear, including watches, bracelets, etc, should be removed and placed on the desk in clear view.

- **No** food, sweets or chewing gum allowed in any examination. You may bring a drink (water only) in a clear plastic bottle with a screw top and with the label removed.
- Students **must** bring appropriate equipment with them to all examinations. This includes pens, pencils, eraser, ruler and calculator (if allowed). Please note that there are no calculators available to be handed out to students who do not bring them. The equipment should be in a clear pencil case or a clear plastic bag.
- Students to **meet in the Main Hall** 10 minutes before the start of each examination, in candidate number order, prior to entering the Sports Hall. Once led from the Main Hall, they should find their designated seat in the Sports Hall. Seating plans will be displayed outside the Sports Hall and in the foyer between the Hall and Canteen for all examinations.
- Students are **not** permitted to talk to each other whilst in the Sports Hall during examination periods.

Students have been reminded of the above points in a recent assembly. In the meantime, we continue to value your support and we wish all of our students the very best of luck in their forthcoming examinations. If you have any questions or concerns about the content of this letter, please contact Mr Hallam by email, [hallam@qegs.email](mailto:hallam@qegs.email).

Yours faithfully



Mr M Atkins  
Deputy Headteacher



Mr Ben Hallam  
Key Stage 4 Team Leader