

QUEEN ELIZABETH'S GRAMMAR SCHOOL

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Headteacher: Mr S Garrity Chair of Governors: Mr C Smith



12th February 2021

Dear Parent/Carer

Year 11 Optional Study Days

Following feedback from Year 11 students and parents this week, Monday 22nd and Tuesday 23rd February will be optional 'Study Days' for Year 11 students ahead of the assessment window. Form time will still run as usual so students need to log on, check in with their tutor and get their attendance mark. Following that, students can choose to study independently or attend lessons if they would like further support.

During the assessment window (from Wednesday 24th February to Friday 5th March) normal lessons will not run, but students can still contact staff if they need support or guidance.

Assignment Guidance

There are two documents included with this letter:

- An overview of the assessment window, with further guidance on the format of each assessment and where to find it on Teams.
- A student guide to scanning and uploading work using a phone or tablet using the Office Lens app, and how to hand that in on Teams. There is also a help video here: <https://youtu.be/wdHDv0qyJ1c>

During the two optional study days, there will also be a practice assignment in the new 'Year 11 Core Assessment' Teams so students can practise scanning and uploading work. We strongly encourage all students to try this. If you do have any technical issues with this or during these assessments, please contact school so that we can support you.

Assessment Preparation

Specific information on content that will be assessed during this window has been shared with students this week. In addition, Mrs Bowbanks has emailed all Year 11 students today with further guidance on preparing for these assessments, and there will be a live revision techniques session with Mr Bowbanks on Monday 15th February at 11am. This will be added to students' Teams calendars but is an optional session.

Yours faithfully

Miss M Ward

Assistant Headteacher

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