



Ref: PAST/LETTERS/EXAM/BIR/BEN
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Ruskin Community High School

Dear Parent/Carer

Year 11 Examination Arrangements

The Year 11 examinations are fast approaching and commence on **Wednesday 9th May 2018**. With this in mind, I would like to take this opportunity to inform parents, carers and students about the arrangements for the weeks that will follow.

The start times of examinations are not flexible and will begin promptly at either **9am or 1pm**. I therefore advise that students arrive at school early if they have a morning examination. They will then be required to stay in school for the remainder of the school day. Throughout the examination period students are expected to attend school and will continue to follow their normal timetable. They will use this opportunity to revise in school with the support of subject teachers through lessons and intervention sessions. The Revision Room will also remain open throughout the examination period Monday-Thursday until 5.30pm for any students who wish to access it. Final contact time with students will be **Friday 15th June**; following their Science examination they will then have a **Leavers Assembly**.

Full school uniform will apply for all examinations, this includes wearing the school tie, blazer and correct school shoes; trainers or hoodies are not permitted. Students who do not arrive in their full school uniform could be turned away from the examination hall. Please see the Uniform Policy on the school's website or in your child's planner for further clarification if necessary.

All equipment must be in a clear, plastic wallet or pencil case and students should ensure they have the right equipment for each specific examination. There is a range of equipment available to buy in the school office if needed. Mobile phones are not permitted in the examination hall so we would advise that students do not bring them into school.

We would appreciate it if you would remind students that their Dining Hall accounts should be cleared before leaving Ruskin. Students must also return any library books and text books to school.

We wish all our students the very best in the lead up to their examinations. This is a very important time for them and we thank you for your continued support in ensuring the next two months are successful and as stress free as possible for them. We look forward to seeing students on **Results Day – Thursday 23rd August**.

If you require any further information, please do not hesitate to contact me via the school office.

Yours sincerely

Miss M Birkett
Year 11 Achievement Manager

