



**10<sup>th</sup> May 2018**

Dear Parent/Guardian,

### **Y13 and 14 Key Information**

#### **Exam preparation**

As you are aware the exam season is fast approaching and staff and students are working incredibly hard to ensure all students reach their potential. From Monday 14<sup>th</sup> May exam preparation sessions will commence. The full timetable for this is on the school website, and has been shared with students. Furthermore, as part of ongoing commitment to support our students, some students will have been invited into bespoke revision sessions during the May Half Term.

From **Monday 4<sup>th</sup> June** Year 13 students will be permitted to start their independent home study, unless their subject teacher has communicated with you. Should students wish to come on site to study, outside of examination times, they will be required to sign in and out at reception.

To celebrate the end of their formal timetable, we are happy for Year 13/14 students to attend school on Friday 25<sup>th</sup> May in fancy dress, if they wish. This needs to be appropriate for a school setting. In addition, it is Cox Green tradition that leavers design a few 'pranks' for their peers. As usual these must be safe and appropriate and not disturb the learning environment for any other students or staff. Students have been reminded about this, and the consequences should this not happen, clearly explained to them.

When your child has an exam that ends after 2.15pm they will be permitted to leave site from the exam hall. Students travelling by coach will be supervised until close of school at 3.15pm, by their normal class teacher.

#### **Presentation Afternoon- Wednesday 27<sup>th</sup> June**

In the coming weeks invitations will be sent out for our Year 13 and 14 Leavers Presentation Event on Wednesday 27<sup>th</sup> June, which commences at 1.30pm. This is a formal occasion and one we very much look forward to as we celebrate the achievements of our students one final time before they move on to the amazing futures, they have planned. Prior to this day please ensure your son/daughter has returned all school /library books and resources to their teacher and the library.

#### **Leavers Prom- Friday 29<sup>th</sup> June**

Just a reminder that Year 13 and 14 Prom is on Friday 29<sup>th</sup> June at Lillibrooke Manor from 7:30pm onwards. If your son/daughter has not yet paid their final instalment, please ensure he/she does so as soon as possible. We believe that everyone who wishes to attend the leavers prom has signed up already however, there is still a short amount of time where students who have not chosen to come can change their mind. Please ensure they let Mrs Luurtsema know before half term. I would also like to take this opportunity to say well done to Natasha Hill and the Student Leadership Team for all their hard work on planning this event.

#### **Exam Results Day-Thursday 16<sup>th</sup> August**

A reminder that Exam results day is on **Thursday 16<sup>th</sup> August**. On Thursday 16<sup>th</sup> August and Friday 17<sup>th</sup> August staff will be available to support any students who may need any further support with UCAS or their future pathway. Mrs McKay, our Careers Advisor will also have appointments available.

For students taking GCSEs (and retakes) Exam results day is on Thursday 23<sup>rd</sup> August.

Students will be able to collect results from 9am until 11am in the Language classrooms area. Access will be through the main gates next to the Tennis Courts (this will be clearly signposted from main reception). If your child is unable to collect his/her results in person they must provide Mrs Natalie Dance, our Exams Officer, with a stamped addressed envelope or a letter stating that permission has been given to X (please state name of person) to collect the results on his/her behalf. This person must bring relevant identification on the day.

Thank you for all your continued support, please do not hesitate to contact me should you have any further queries.

Kind Regards,



Lisa Kiely

**KS5 Achievement Leader**