

Parents Address

Date

RE: Study leave for Year 11 students in 2017

Dear **Parent's title and surname**

Having considered a range of programmes for Year 11 study leave, we have agreed on what we consider to be the option that gives the students the best possible revision opportunities for the upcoming exams.

We have based the entitlement to additional study leave on many factors, including but not limited to: attitude to learning from reports; current predicted grades and comparison to target grades; and student comments on their own suitability for an extended period of study leave.

We have not made this decision lightly. This whole process has been about what we feel is best for each individual student and will allow them to get the best possible results. A lot of time and effort has been spent on this decision and as such there will be no further changes.

The decision for **Student's name** is that **he/she** is required to stay in school until the leavers' assembly on Friday 26th May which takes place following the English examination. We consider that for **Student's Name** to get the best possible results in **his/her** exams, **he/she** should continue to attend lessons which will be focused on upcoming exam content.

This decision is in the best interests of **Student's Name** as a positive opportunity to work with staff on structured revision activities. With a smaller group of students being in school at this time, the learning can be better tailored to the students who just need that last little push to get over the line.

For the majority of the time, the school will continue to operate the same timetable as the students have been working from this year, but there will be some subject specific sessions taking priority before an upcoming exam. The school will also operate the same policies on uniform, behaviour and attendance. Any serious breach of these policies could remove the entitlement of future events including the leavers' assembly and the Prom.

I would like to take this opportunity to congratulate **Student's name** on an overall successful time in Key Stage 4 and I wish **him/her** the best of luck with **his/her** upcoming exams. I look forward to seeing **Student's name** at the leavers' assembly, the Prom on Wednesday 28th June and the GCSE results day on Thursday 24th August.

A further letter for Year 11 including details about the Prom and GCSE results day will be sent home in the next few weeks. Please get in touch if you have any queries about study leave.

Yours faithfully,



Mr. A. Hayward
Achievement Leader of Years 10 & 11