



25 March 2024

Dear Parent/Carer

## Year 13 Examinations and Study Leave Information

With only a few weeks left until the external examination period begins and with coursework deadlines coming thick and fast, we felt it important to provide some help and advice as to how you can best support your child to fulfil their potential.

**Discuss targets** – make sure your child is clear about their targets and what they still need to do in order to meet them.

**Encourage them to use their time effectively** – reducing the amount of time spent in part-time jobs is key to this (official guidance is that any more than 8 hours per week is harmful to their chances of exam success).

**Provide the best environment for study** – give your child the time and space to be able to focus effectively on their revision, but be there to share a cup of tea and a chat in between sessions!

**Reinforce the message from school** – the students have been told in assemblies and tutorials that this Easter should be viewed as an opportunity for study. They should treat almost every day as a 'full working day', timetabling specific tasks to complete and scheduling regular breaks. Finding time to relax is crucial, but this too should be timetabled to act as a reward. There is a long summer break at the end of the exams and the students need to spend it knowing that they did everything they could to succeed.

**Exam timetables** – students will be given examination booklets with all the necessary information regarding the exams this summer, including exam timetables. However, for reference we have also added the exam timetables and booklet to the Academy website (links below).

Exam timetables:

[KS5 Summer 24.pdf \(st-georges-academy.org\)](https://st-georges-academy.org/ks5-summer-24.pdf)

Exam Booklet (includes exam timetables for CGS and KSHS):

[6th Form Booklet 2024 \(st-georges-academy.org\)](https://st-georges-academy.org/6th-form-booklet-2024)

Other relevant exam information and regulations is available from the exams section of the website:

[Exams | St George's Academy \(st-georges-academy.org\)](https://st-georges-academy.org/exams)

I hope that you will find the above advice helpful. Your support is absolutely key to your child's chances of a successful outcome.

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## Year 13 Study Leave

Formal study leave will begin on Monday 3 June and last until Monday 24 June. During this period, students will only be **required to attend lessons in those subjects where their coursework is not yet completed. For examination subjects**, teachers will still be available in their classrooms up until the date of the final examination in that subject.

Students studying for BTEC and CTEC courses will continue to attend lessons where their coursework is not yet completed to the required standard. However, **all BTEC and CTEC students must ensure they are available to attend lessons right up until the end of term on Friday 19 July 2024**. This is essential since, in order to secure their grade, students may be required to make amendments to their work in connection with the external moderation process. Students who are not available to do this, risk having their final outcome downgraded by the exam board.

During the study leave period, students will not be required to register with their form tutors in the morning or be on site during their free periods. However, students are reminded that they should sign in and out of the campus using their lanyards whenever they are here, for exams or otherwise, for health and safety purposes. Form tutors will still be available for support and guidance each morning and students are welcome to use the study facilities during the school day.

Morning examinations start at **9.00am** and afternoon examinations at **1.15pm**. Students are expected to line up 15 minutes before each examination with their full equipment. Equipment will not be available from the Academy so please make sure your child has everything that they need. **Results day is Thursday 15 August at 8.00am**. If you have any questions about the examinations, please contact either your child's Student Progress Manager or the exams co-ordinator, Mrs Hartill, at the Academy.

Yours sincerely



**Mr S Mann**

Vice Principal Sixth Form