

Greenford High School
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Greenford High School

27th November 2018

Dear Parent/Guardian,

The Y11s have already sat exams in Maths and Science during November and the remaining **GCSE Pre-Public Exams (PPEs)** are from **3/12-12/12 2018**. (There will be another set of these PPE exams in March 2019). Your son/daughter will already have a personal timetable for this but please pay attention to the additional copy (attached) so you can help your child to plan their revision, and to enable them do as well as they possibly can.

They should be working hard and prioritising the PPEs above everything else at present as their results will go towards determining if they're entered for Higher or Foundation papers; what their predicted grades will be (for Year 11 students this will be necessary for application to our excellent post-16 centre or to college); and will result in personalized targets that will be crucial for their continued progress.

Please be advised that there is *no study leave* – students are expected to attend school as normal and will be in their timetabled lessons when they are not sitting a scheduled exam*. Could you also help us by reminding your son/daughter of the following:

- Students must be in *full, correct school uniform* throughout;
- It is vital they are *punctual* (10 mins. early) as latecomers may not be admitted;
- We expect all students to observe *exam conditions* (e.g. *silent* when lining up);
- *No mobile phones* can be brought into the exam hall under any conditions;
- Any misbehaviour (e.g. talking, etc.) will be dealt with severely.

We also expect your son/daughter to attend special '**breakfast revision sessions**' *before each and every morning exam*. Please ensure that they report to the school canteen between **8-8.15am** when they have a morning exam (*these officially start at 8.35am*). The Key Stage 4 team will be providing students with a free additional breakfast, if they want it, before they receive a final briefing session from their subject teachers.

Should you wish to discuss any of these matters with me or your child's teachers then please don't hesitate to call. The Year Teams will be more than happy to answer any questions, as would your son/daughter's form tutor. Thank you, as ever, for your support.

Yours sincerely,

Adam Bush
Assistant Head, KS4

*The only exception to this is on the last day of term (20/12) when Y11s will only have to come in if they have missed an earlier exam or misbehaved in one of those they've taken previously.

