

Ref JGR /JMA

2nd May 2018

Dear Parent / Carer

As I am sure you are aware, your son's/daughter's main examination period is very nearly upon us and I would like to confirm a few dates and arrangements with you.

Half-term is w/c Monday 28th May and students must use this time to revise for their exams. Individual subject staff will be preparing revision material for students; this will be given to students over the coming weeks.

Following the half-term break (return Monday 4th June), lessons will continue until the subject examination has taken place. Once all the examinations in any given subject are complete, students will be expected to use this 'spare time' to attend supervised revision sessions for their remaining examinations. **All Year 11 students must attend school every day up to Friday 15th June** to follow their usual timetable for revision purposes and of course sit any of their scheduled exams. The Year 11 Mass and celebration event will take place on **Friday 22nd June**.

All students will be expected to arrive on time for their exams, fully equipped with pens, pencils, calculator etc **and in full uniform**. Your son/daughter has already received a draft exam timetable. This is now superseded by the enclosed final timetable. If your son/daughter is unsure about any aspect of the timetable, they must speak to the relevant subject teacher.

Our Year 11 students will be able to celebrate the end of their exams at their **Prom on Wednesday 11th July**. **Students are aware that failure to attend an exam (without a valid reason) may result in exclusion from the Prom.**

Finally, I would like to confirm that **Exam Results** day is **Thursday 23rd August**; students will be able to collect their results from school from **10.00am** that day. If for any reason they are unable to collect them from school, please ensure a stamped addressed envelope is left with our Examinations Officer. Exam results cannot be e-mailed due to data confidentiality.

If you have any queries or concerns about the upcoming exams please do not hesitate to contact me at school on 01642 298100 or [granycome.j@trinitycatholiccollege.org.uk](mailto:granycome.j@trinitycatholiccollege.org.uk).

Yours faithfully



Mrs J Granycome

Head of School