



Joseph Swan
Academy

22nd May 2018

Dear Parent/Carer

Your son/daughter has a number of very important examinations left to take this Academic Year. To assist with their final preparations students may study at home with your signed permission from Friday 15th June at 12.15pm. **Up until then it is compulsory for all students to continue attending all lessons of examination subjects they have not yet taken, booster lessons, top tips and the examinations themselves.**

The final examination for Year 11 students at Joseph Swan Academy is on Friday 22nd June. Following the final student assembly that will take place at 11.15am on this date, students will then be expected to prepare for the next stage in their life journey. Students attending Sixth Form at Joseph Swan Academy will be provided with a research document to enable them to prepare additional background information for their Sixth Form studies. For students who will be starting apprenticeships or going straight into the work place, an understanding of Health and Safety is essential. We recommend that students use the time they have available to research Health and Safety in the workplace so they are fully prepared for this.

To support students between the 15th June and 20th July, students are very welcome to use the dedicated study base within the Sixth Form area for Year 11 students in preparation for their remaining exams, further studies or the workplace. If you feel that it is more beneficial for your son/daughter to complete this preparation at home this can only be authorised if you complete and return the consent form below. If the Academy does not receive this we expect students to attend the Academy each and every day up to 20th July 2018.

I would kindly ask that the consent form is returned to your son/daughter's Tutor or to the Year Team by Friday 25th May 2018.

I would like to thank you for your continued support and I wish all our Year 11 students the very best of luck with their remaining examinations.

Yours faithfully

Miss H E Scott
Head Teacher



**Final Examination Preparations and Continuation of Studies at Home
Consent Form**

I would like my son/daughter _____, Tutor Group _____ to base their final preparations and continuation of studies at home for the period **15/6/18 to 22/6/18**.

Signed:		Date:	
Print Name:			

I would like my son/daughter to base their final preparations for Sixth Form/ Apprenticeships/and the workplace at home between **Monday 25th June and Friday 20th July 2018**. I take full responsibility for my child during 8.35am to 2.50pm each day.

Signed:		Date:	
Print Name:			