

60th
ANNIVERSARY
1957 to 2017



Buckler's Mead
ACADEMY

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PB/LD/00302
11 May 2018

Dear Parent/Year 11 Student

I am writing as a final reminder of the situation and expectations regarding attendance at the academy in the last few weeks.

Students will be required to attend every day, up to and including Tuesday 12 June 2018. During the exam period all students must arrive promptly to school for 8:30am and attend their registration with their Form Tutor. This is an important part of our exams protocol and any student who is marked as absent at 8:30am will be assumed to be not present for the exam. If students do not have an exam, they will be expected to attend their normal lessons for this period.

Buckler's Mead will also be offering a free breakfast for all Year 11 over the exam period. This will take place between 7:30am-8:15am and students will be able to have anything up the cost of £1 which includes breakfast baps, croissants, toast and jam, egg/beans on toast and hot/cold drinks. We advise that all Year 11s make sure that they are fully fuelled before exams as this helps to boost concentration levels.

Students will be expected to be fully equipped for the exams. It is essential that students bring a black pen as well as spares, along with additional equipment such as calculators, pencils, rubbers and rulers etc. Department staff have gone through equipment with students and they should be fully aware of what is needed. We would also advise that students come with water in a clear bottle to keep themselves hydrated in the exam as well as during the day. Please note that squash or fizzy/energy drinks will not be allowed.

Students are expected to wear full school uniform throughout the examination period including in the exams (except for Friday 18 May 2018 Non Uniform Day). Any instances of poor behaviour or disruptive behaviour that could be seen to impact on the performance of themselves or others will result in the possible disqualification or removal from all examinations. Similarly, students are expected to be punctual to all exams arriving 15 minutes before the start of exams for afternoon sessions and register at 8:30am for morning sessions.

After Tuesday 12 June 2018 students should only be in attendance for the exams **and for lessons where the exams or controlled assessments are still outstanding** (Music, Science, Child Development, Food Tech, Spanish, German, Polish and Product Design). These lessons will **run as normal** until the exam for that subject takes place. This is a hugely important period of time and subject teachers will expect 100% attendance at these lessons. Students should **always** sign in and out at the Main Reception, when attending these lessons. For exams, the exam register will be taken as the register.

A private study space will be provided for students wishing to revise at the academy during the day, again it is essential students sign in at reception.

Students will be allowed to get shirts and leavers books signed at lunchtime on Friday 25 May 2018. This should only take place at lunchtime and after school. Students should not get the shirt they are wearing signed, but should bring an additional shirt and book.

If students fail to attend any exam or do not meet the academy's expectations as outlined above, they will run the risk of being asked not to attend the Prom, Thorpe Park or Leavers Assembly. Details of these events will follow shortly.

Yours faithfully

Mr P Mattocks
Assistant Headteacher

Mr P Balkwill
Associate SLT

Mr A Barker
Year 11 Co-ordinator

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