

The Harefield Academy

Achievement through Active Learning

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Headteacher: Tash Moriarty BA PGCE



April 2018

Dear Parents/Carers

On **Friday 11th May 2018** all Year 11 students will have their Leavers' Assembly at The Harefield Academy. Students will be expected to arrive at school at the normal time and register in their Tutor rooms. The Leavers' Assembly will run from 09:00 – 10:00 and will be a final celebration of the five years the students have spent at The Academy and also a chance for teachers to wish them well with the examinations. Students will have the opportunity to sign shirts from 10:00 – 10:30.

From **10:30** on the **11th May 2018** all students will be on study leave and students only need to come into school for examinations. Please can I remind all parents/carers that during the examination period, students need to be in school and lining up for their morning examinations at 8:45 and for afternoon examinations at 13:15. Should any student be late for an examination they may not be admitted to sit the examination. If you are worried that your child may be late please contact the school as soon as possible. Should your son/daughter be unable to sit the examination due to illness please ensure that you acquire a medical certificate from a doctor, we can then apply for Special Consideration to be granted. Please note that we cannot guarantee that Special Consideration will be approved but by providing a medical certificate this will allow us to do the best we can to support your child.

Despite study leave starting on the 11th May 2018 we are running normal lessons outside of the examination period. Should students wish to continue to come in for lessons instead of revising at home, they are very welcome and this may well be very beneficial for many students. If students choose to take up this offer they do need to arrive in **full school uniform** and sign in and out at reception, they also must be in their timetabled lessons and not wandering around the school. This provision will be available to students from 11:00 on the 11th May 2018. Please note that should students wish to have their shirt signed after the Leavers' Assembly they must bring with them a change of shirt to attend the revision classes.

The examination period can be stressful for both students and parents/carers at this stage of Year 11. We will therefore be running a Parent Information Evening on **Monday 30th April from 18:30 – 19:30** in order to support parents/carers with the final stages of their child's revision, e.g. how much revision the students should be completing and how you can help them at home. If you would like to attend please return the reply slip below.

I would like to take this opportunity to wish all students the best of luck in their GCSE examinations.

Yours sincerely,

Helen Timmins
Deputy Headteacher



Year 11 Parent Information Evening
Monday 30th April 2018 from 18:30 – 19:30

I/we will be attending the Year 11 Parent Information Evening on Monday 30th April from 18:30 - 19:30.

Please indicate the number of seats required. _____ seats

Parent Signature

Date:

Print Name (Parent)

Print Name (Student)