



19<sup>th</sup> April 2024

Dear Parents and Carers,

### **Year 11 – end of term final arrangements**

The final GCSE exams for Year 11 are almost upon us. The first exam involving all students takes place on **Friday 10<sup>th</sup> May at 8.45am**, however, there are practical exams for Drama, Art and language students beginning from 18<sup>th</sup> April and running until 9<sup>th</sup> May.

The exam period runs for six weeks and student attendance and punctuality for all exams is absolutely crucial in ensuring students maximise their achievement. Our attendance team will follow up any student absence and where necessary, will conduct home visits in the event of a student failing to attend an exam. The final GCSE exam takes place on **Wednesday 19<sup>th</sup> June** so **please do not book any holidays until after this period**.

I wanted to take this opportunity to wish all students the very best of luck; I hope to see some of you at the **Year 11 commendation evening** taking place on **Wednesday 1<sup>st</sup> May** where we will celebrate the achievements of students over their five years at Oakwood (by invitation only, letter sent out before Easter). I hope that your child's hard work in class and revision at home will pay off and they will be rewarded with excellent results in August. These results will be crucial for them in making the next step to post-16 courses at college, sixth form or apprenticeships, and beyond into the future.

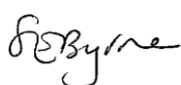
I also wanted to inform you of the arrangements in school for students during the exam period:

- **Exams will take place at 8.45am and 1:15pm. Pre-exam booster sessions** will run from **8-8:30am/12:30-1pm daily** to support students prior to each exam. Some after school P6 revision sessions will also run. Students will have an **early lunch at 12:10pm** throughout the exam period to enable them to attend lunchtime booster sessions. More details will be shared with students so they know which sessions to attend. Outside of exam times, students will be in timetabled lessons and they will be expected to continue to revise and prepare for their exams.
- All students received their personalised exam timetable, showing the date and time of each exam before the Easter holidays. They will also be given a copy of seating and rooming information in the next few weeks.
- All students are expected to attend a **pre-exam subject briefing** in the bleachers at either **8:30am or 1pm** on exam days whereby subject staff will deliver key final messages and ensure students are settled and ready to start their exams calmly. Students will then be walked to the exam hall, as practised in the mock exams.
- **Students will be allowed to leave school straight from the exam hall once afternoon exams have finished.** Students must leave the school site quietly to avoid disruption to lessons going on in school. For students attending after school P6 revision sessions, they will return to their period 5 lesson after exams finish.

- **Breakfast club** will run as usual in the school canteen every morning from 8am offering a selection of free items in addition to food items students may want to purchase. It's important all students have eaten before morning exams to set them up for the day ahead.
- If students are attending lessons for a subject in which they have completed all of their exams, they should come to that lesson prepared with revision work for their remaining exams.
- All Year 11 students will be in school, attending all lessons until Thursday 13<sup>th</sup> June. The **leaver's assembly will take place in the bleachers on Thursday 13<sup>th</sup> June during period 4**. Students will be in lessons in the morning and then register at their period 4 lessons before being escorted to the bleachers. Students will leave site after the leavers assembly.
- From **Friday 14<sup>th</sup> June, students will only need to attend school to complete exams**, and may leave immediately after the exam. **They must attend all exams in full school uniform.**
- Students sitting the Geography exam on Friday 14<sup>th</sup> June must arrive for the booster session at 8am and will stay in school until the afternoon Science exam has finished.
- Students who DO NOT study Geography can arrive at break time on Friday 14<sup>th</sup> June and must be in lessons from period 3 (11:20am) and remain in school until the afternoon Science exam has finished.
- The **Year 11 Prom takes place on Friday 12<sup>th</sup> July**. Arrival is at 6.30pm and the event begins at 7pm.
- **GCSE Results Day is Thursday 22<sup>nd</sup> August**. Students will be able to collect their results at school between **9am and 11am**. If a student is unable to collect their results themselves, they need to give written permission for someone else to collect them on their behalf. Please do this via email for the attention of our Data Manager, Sarah Webster, at [s.webster@oakwoodacademy.org.uk](mailto:s.webster@oakwoodacademy.org.uk)
- **Exam re-marks** - students will be asked to **sign consent forms** on results day to enable teachers to **request re-marks of exam papers where they are close to the next grade boundary**. This will only be requested where teachers feel students may achieve a higher grade in doing so. Re-marks will be processed as quickly as possible and school will contact parents and students to clarify where this is the case. Re-marks will not be processed until student and parental consent is obtained; the quicker these can be processed, the quicker results come back. Please note that re-marks sometimes make the difference between a sixth form or college offer being made or revoked.

I hope this provides a comprehensive overview of the next few months ahead. I look forward to seeing students at the Prom, and also celebrating with them on 22<sup>nd</sup> August when they receive those crucial exam results.

Yours sincerely,



Ms S. Byrne  
Deputy Head Teacher