



19 April 2024

Dear Parents, Carers

I hope you are well and your child is ready and feeling well-supported for the challenges of the imminent exam season.

This letter contains some key pointers for things you need to be aware of.

## Year 13 Study Leave

- Year 13 will go on Study Leave Wednesday 8 May
- BTEC students will potentially stay in school after this date until their teachers agree they have completed study
- Some students will have no Study Leave as we have agreed with parents they need the structure of the school day
- Some students will come in for specific subjects for timetabled lessons where their subject teacher/Subject Leader has agreed with them they need to
- Students may **choose** to come in for specific lessons if they feel they need support - even if their teachers haven't said they have to still come in
- Students may **choose** to come in to access study spaces like the Library
- Please ensure your child brings their Student ID badge and swipes in and out when they arrive and depart
- There will be a paper-based register that students will need to sign in and sign out with - this is important and cannot be neglected

*All teachers will be available in their usual timetabled lesson for their given subject until the last examination in that subject. Tutors and the Sixth Form Team remain available until the very last examination.*

## Final Day Arrangements

This will follow the same basic pattern as previous successful years:

- 08:45-10:50: will be usual lessons
- 10:50-12:20: will be a get-together/celebration in the Sixth Form social areas
- 12:20-12:50: will be a Celebration Assembly in the Theatre
- 12:50-Leave: Ice Cream and goodbyes at the front of school and dispersal thereafter and by 13:50 at latest

Students can be in Fancy Dress for the day. The theme will be “past and future” as we are looking back on the time at NLS and to your child’s future. This may include, for example, students dressed as their younger self or as something they aspire to be in the future.

*Please ensure any Fancy Dress is appropriate for a school and will not cause any offence - if it is deemed unsuitable, students will be asked to return home to change.*

We know a handful of students will be involved in a practical examination on May 8 and so cannot access every aspect of the celebration on that day. Unfortunately, and as in every year, it is not possible to identify a date which does not have an implication for at least some and this date has been carefully considered and planned with various logistical and wider-school factors in mind. I have spoken with those few students impacted and explained the reasoning and reassured them about all the celebratory things they can be involved in.

### **Circumstances affecting students during the exam period**

In the unlikely event there is a situation where a student cannot attend an exam or is experiencing difficulties then we ask:

- Parents/Carers to phone into school before 8:30am if a student is unable to attend on the day explaining the reason why.
- Where a student is able to attend exams but is impacted by something such as injury, family bereavement etc please inform the exams team as soon as possible by emailing [exams@northleamington.co.uk](mailto:exams@northleamington.co.uk).

The Exams team will then be in touch to discuss how we can support and to liaise regarding any paperwork and evidence that would be needed if it was appropriate to make a request for special consideration to the awarding body, in line with the guidance.

The awarding of special consideration for circumstances at the time of the assessment is at the discretion of the awarding body, in line with the [JCQ Guidance for Special Consideration](#) and only goes a small way to compensating for any situation rather than replicating necessarily the student's full capability. Wherever possible it is usually in the best interest of a student to sit the examination.

All examinations measure what a student knows and can do at the time of the assessment, and awarding bodies do not consider longer term circumstances that may have prevented a student from reaching the standards they may otherwise have done.

If you have any queries please contact the Exams Officer: [exams@northleamington.co.uk](mailto:exams@northleamington.co.uk)

Please be reminded all students need to be available until July in the event they need to access one of the Exam Contingency Days - days set aside in the unlikely event an examination is postponed for whatever reason.

### **Prom**

- Is at the Chesford Grange Hotel
- It is on Tuesday 2 July
- Tickets are available to Year 13 NLS students only - not friends, partners etc
- The cost is £35 and available on ParentPay ([www.parentpay.com](http://www.parentpay.com))
- Students will have until Friday 26 April to pay
- Anyone not responding by Friday 26 April will unfortunately not be able to go because we have to arrange logistics
- Students will receive an MS Form from Ms Short around meal choices and seating plans that they will need to respond to within a specified timeframe

## Pastoral Support and Communications

Please recall we are here to support your child in many areas:

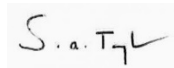
- Assistant Head of Sixth Form (Year 13) Mr Piper: [jpiper@northleamington.co.uk](mailto:jpiper@northleamington.co.uk)
- Senior Assistant Head-teacher/Head of Sixth Form Mr Taylor: [staylor@northleamington.co.uk](mailto:staylor@northleamington.co.uk)
- Sixth Form Manager Ms Short: [nshort@northleamington.co.uk](mailto:nshort@northleamington.co.uk)
- Attendance, Study Support and Welfare Officer Mrs Lunn: [klunn@northleamington.co.uk](mailto:klunn@northleamington.co.uk)

Alternatively, you can email your child's tutor.

As always, email or phone me (Ext.8414) if you are unsure or have any queries.

*I hope you have a great weekend.*

Yours faithfully,



Steven Taylor  
Senior Assistant Head-teacher (inc. Head of Sixth Form)