



Together in the Pursuit of Excellence

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Dear Student / Parent / Carer

As the Spring Term has drawn to a close, we would like to congratulate our students on the way they have approached the last term of study. It has been a busy term with Mock Exams, Controlled Assessments, NEA, and external exams.

The attention of our Year 13 students now shifts towards the summer series of examinations. In the run up to these examinations we would like to make you aware of some key information.

For many students the Autumn and Spring Mock examinations have confirmed that they are on track to achieve their target grades, however, for some students, results were below what they are capable of achieving. In lessons students have been discussing their progress with subject teachers and hopefully they realise that although they have a lot of work to do, they can still achieve their target grades this summer. Therefore, with now only a few weeks to go until the A Level examinations take place, it is essential that all students are completely focussed on preparing for these examinations. This includes taking advice from their teachers on the most effective ways to revise which will encompass, amongst other strategies, memorisation of key content, completing retrieval activities and past papers, and handing these in for marking; using web based platforms to aid revision including Uplearn, Everlearner, Tutor 2 U etc.; and attending any extra revision or coursework catch-up sessions that are offered.

Students return from the Easter Holidays on Tuesday 22 April. May Day is Monday 5 May. The Half Term holiday is from Monday 26 to Friday 30 May inclusive. The A Level exam series starts the week beginning Monday 12 May.

Examination timetables have already been made available to all students. Students should check their personal timetable carefully, asking for clarification if they do not understand any details and alerting us to any potential problems, such as clashes or incorrect legal name (including spelling) or date of birth. We will ensure that alternative arrangements are in place in the event of clashes occurring. Please note that, where examinations continue after 3pm, students will need to make their own arrangements to travel home.

**Full attendance at lessons is expected of all students (unless they have an exam), until the final exam in that subject. For Year 13 BTEC/CTEC/CACHE qualifications, students will be expected to attend lessons until their teachers confirm with individuals that they have completed their course. This will be after May Half-Term.**

Students who are planning to stay into Year 14 should see Miss Boulton by Wednesday 23 April to communicate their plans and to find out about when they need to be in over the Summer Term.

It is also essential that students attend at least five Registrations each fortnight, not only because it is a school requirement that we register them, but also to ensure that they continue to receive information given out at Registration, such as details of next steps relating to university, tuition fees, apprenticeship and job vacancies and external examination information.

The Year 13 Leavers Meal is on Friday 9 May – we will write to you after Easter regarding key arrangements for this. We will also communicate details of our Year 13 Leavers Assembly via Satchel after the Easter break.

A Level examination results will be issued on Thursday 14 August and will be available for students to collect from 9am until 11am at school. If students are unable to collect their results on 14 August, they should submit an A4 stamped addressed envelope to Miss Casey, our Examinations Officer, well in advance. Due to the busy nature of Results Days, we may be unable to respond to telephone or email queries on 14 August. If someone is going to collect results on a student's behalf, Miss Casey will also need notification from the student in writing, detailing the name of the person collecting (who will need to bring Photo ID on the day of collection). If you need to contact our Exams Team, please email Miss Casey on [KCasey@CongletonHigh.com](mailto:KCasey@CongletonHigh.com).

We strongly advise that students ensure that they are available on Results Day in case any queries arise, especially for those students who have applied to university. In the current climate of strong competition for university places, we are very keen to secure the best possible outcomes for all of our students.

The Form Tutor continues to be your first point of contact if you have issues or queries concerning your child but please do not hesitate to contact the Sixth Form Team if there is anything you wish to discuss about the arrangements for the Summer Term.

Yours faithfully



Miss J Boulton  
Assistant Headteacher



Mr P Franklin  
Assistant Leader of Sixth For