



Congleton High School

Achieving Success Together

Congleton High School
Box Lane, Congleton
Cheshire, CW12 4NS
T: 01260 730123
E: enquiries@congletonhigh.com
t: @ CongletonHS
www.congletonhigh.com
Headteacher: Mr J Barlow
BA (Educ) Hons, NPQH

May 2022

Dear Student and Parents/Carers

As our Year 13 students approach their exams / end of Level 3 courses we wanted to provide you with an update on key information regarding the coming weeks and months.

Year 13 students will leave school on Friday 20 May; however, their teachers will be available after this date at normal lesson times. Thus, we strongly encourage students to 'drop in' for help with final revision and examination advice. In addition, teachers of Applied A Levels, BTEC, CACHE and Cambridge Technical subjects may have specific attendance requirements for students of their subjects and will negotiate with individual students about these requirements. Students must attend these coursework based courses until their teachers have told them they have finished and they have signed off all course documentation. Where Year 13 students are intending to stay into Year 14 to continue with courses they have already started in Year 13, these lessons will continue and teachers of these subjects will advise individuals about their specific attendance requirements on an individual basis. Students who are planning to stay into Year 14 should see me, Miss Boulton, by Friday 13 May to communicate their plans and to find out about when they need to be in over the Summer Term. We expect that Study Leave is spent preparing for examinations and that the time is **not** used for part-time work, driving lessons and leisure activities.

On Friday 20 May, Year 13 students will have their final Leavers' Assembly after lunch. We are looking forward to celebrating students' journey through CHS and wishing them well for the future (but less looking forward to saying goodbye). Whilst we understand that students may be in a celebratory mood, it is essential that they remember that school life continues as normal for younger students and that students in Years 11 and 12 have external examinations on that day. It is therefore important that they restrain their celebrations and continue to show the courtesy and respect due to all members of the school community. If your son/daughter finds that they are unable to adhere to this request, we may have to consider whether we can permit them to sit their examinations on school premises.

Year 13 students will receive an **updated** personal examination timetable via email, giving confirmed dates and times of examinations. Students should check their personal timetable carefully, asking for clarification if they do not understand any details and alerting us to any potential problems. We have planned alternative arrangements 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.

In preparation for university / apprenticeships / work, whatever pathway students are moving onto next, we will continue to post various opportunities on Microsoft Teams for students to access if they wish. Therefore, students should continue to consult Microsoft Teams over Summer for other information we may share.

A Level examination results will be issued on Thursday 18 August and will be available for students to collect from 9am until 11am at school. If students are unable to collect their results on 18 August, they should submit an A4 stamped addressed envelope to Miss Casey, our Examinations Officer, well in advance. We will be unable to accept telephone or email queries on 18 August.

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 and apprenticeship places, we are very keen to secure the best possible outcomes for all of our students. Mr Franklin and I will be available on A Level Results Day to assist students and I will be contactable via email and Teams should students need any help and support thereafter.

Please do not hesitate to contact us if there is anything you wish to discuss about the arrangements for the next few weeks. We wish all of our Year 13 students the very best in their examinations / final coursework preparations. It has been a pleasure to work with and support this group of students.

Yours faithfully



Miss J Boulton
Assistant Headteacher