

26 April 2024

Dear Parent/Guardian

YEAR 11 – PLANS FOR THE SUMMER TERM

As you will know, we are rapidly approaching the GCSE exam season.

Included in this letter is a summary of the final two months your child has at Penwortham Priory Academy.

Leaving Date

Pupils will officially leave school on Friday, 14 June. We have a GCSE Physics exam on the afternoon of this date, and following on from this, pupils will take part in the traditional leavers assembly and shirt signing. Due to the Physics exam being in the afternoon, pupils will therefore remain in school until 4.00pm and will be expected to make prior arrangements to get home. A small number of pupils will return to school on Wednesday, 19 June for their Food Nutrition exam and Further Mathematics exam.

GCSE Reserve Date - Wednesday, 26 June

We have a GCSE reserve date every year in case an exam is cancelled for any reason. This is Wednesday, 26 June and we ask that no holidays are booked until Thursday, 27 June at the earliest.

Revision Sessions

As soon as the GCSE exams start all, Year 11 pupils will switch to an exam/revision timetable. The timetable has been structured so that in almost all cases pupils will receive two hours of revision by their specialist teachers the morning or afternoon before each exam. A copy of this can be found on the year group Teams. There will be the odd occasion where a pupil goes to a subject lesson that they have already completed and we would expect the pupils to carry revision material with them for these occasions.

Exam Timings

All pupils need to be in school by 8.40am every day. If they have an exam, they do not go to form; they go straight to the exam hall.

Pupils must not be late for any exams.

Missed Exams

If a pupil is medically unable to take an exam then we will require a doctor's letter stating why the pupil was unable to take an exam. Failure to provide this will result in a mark of 0



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being awarded. In addition if a child misses two parts of the same exam then they will be unable to be awarded a grade (even with medical information).

If any pupil fails to turn up for an exam with no valid reason, then parents will be charged the cost of that exam (approx. £35 per exam missed).

School Uniform

All pupils must continue to attend school in their full school uniform. They cannot wear their leavers hoodies in the exam hall as they have writing on and this is not allowed.

Final Clerical Check

Please make a final check on all exam documentation, making sure that your child's name is correctly spelt (as the name that appears on the attached exam documentation will be the name that appears on their certificates) and that they are entered for all of the correct exams (check both subject and tier, where appropriate).

If any information is incorrect, please email the Exams Officer, Miss G Conway at g.conway@priory.lancs.sch.uk

Lastly, can I take this opportunity to wish your son/daughter the best of luck for the forthcoming exam season.

Yours faithfully



Mr N Gee
Assistant Principal