

Tuesday 25<sup>th</sup> April 2017



**Southfields  
Academy**

### **Year 11 Exams, Study Leave and Results Day 2017**

Dear Parent/Carer

As we begin the summer term, with just a few weeks until the onset of the GCSE examinations, I thought that I would write and give you some information regarding the remainder of the academic year.

#### **Early exams**

There are GCSE and BTEC practical performances and exams happening over the next few weeks so there will be some disruption to normal lessons.

#### **Week beginning Monday 15 May:**

This is the week that brings with it the start of the formal written GCSE examinations. Your son/daughter has received their personal timetable and has hopefully shown it to you.

Examinations begin at 8.30am for the morning session and at 1.00pm for the afternoon session. Students must be ready to enter the venue by **8.20am for a morning exam** and **12.45pm for an afternoon exam** (students should line up outside the venue) until they are called into the examination by the lead invigilator.

Students are expected to wear full school uniform for all of their examinations. Therefore rules regarding footwear, jewellery, mobile phones and iPods remain the same. We would ask you to encourage your son/daughter to observe these rules so that valuable examination time is not wasted by teachers having to address such issues.

#### **The overlay timetable:**

Year 11 students will continue with normal timetabled lessons and morning and afternoon registration until **Friday 26<sup>th</sup> May**. The Academy timetable will be amended from Monday 5<sup>th</sup> June to allow subjects time to focus on preparing the students for their impending examinations. As the various subject exams finish, we will then ensure that the teaching and lessons are focused towards the subjects whose examinations are yet to take place. All Year 11 classes will be structured and revision focused from the 16<sup>th</sup> May and students are expected to attend as usual, except for those lessons where they have scheduled examinations.

The overlay timetable that will be operating from Monday 5<sup>th</sup> June will be given to students in the coming days and posted on the Academy website.

#### **Thursday 29<sup>th</sup> June – NRA Evening.**

Final details will follow at a later date, but parents and students should aim to be at the school for 4.30pm for refreshments, with a view to start the ceremony at 5pm. The after party will be held on site at Southfields Academy between the times 7pm and 11pm.

#### **Thursday 24<sup>th</sup> August – GCSE Results Day.**

Your son/daughter may come into the Academy canteen to pick up their GCSE results between 9.00am-11.00am on Thursday 24<sup>th</sup> August. Students must pick them up in person and, if they are unable to do so, they will need to hand in a stamped addressed envelope to Mr McCann to enable us to post their results on the same day. Alternatively, they may elect

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for someone else to fetch their results. If this is the case they must sign a statement naming the person and giving permission for this to happen. That person must provide proof of identity at school on the day. If this does not happen we will not be able to hand over the results. A number of staff will be present to meet and greet your son/daughter and to discuss their results with them.

In addition to the above, **Southfields Academy Sixth Form will be holding student enrolment interviews** as soon as they have collected their examination results on the **24<sup>th</sup> August** and the Sixth Form Team will be on hand to discuss any issues relating to enrolment onto Post-16 courses. Students intending to secure their place in our 6<sup>th</sup> Form will need to attend their interview on this day. If a student is unable to attend they must inform the 6<sup>th</sup> Form Team in advance so that their place is not filled by another.

It is still not too late for Year 11 students to submit an application form to Southfields Academy Sixth Form. Application forms can be collected from Ms Hess in the Sixth Form Office and they will also be available on Results Day should any student wish to make a late application.

Finally I would like to take this opportunity to thank you for your support over the last five years and to wish you and your son/daughter the very best for the future. I look forward to some excellent results in the summer and I wish you and the students a very restful summer once the exams and hard work are over.

Yours sincerely

MS Tracy Gray.  
Deputy Headteacher – Standards