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learners who aspire for themselves and inspire others

Friday 19th April 2024

Dear Parents and Carers,

We are writing to inform you that the 'bespoke' GCSE Programme for all Year 11 students will commence from **Monday 20th May**. This means that students will not attend school unless they have a 'Booster', organised 'revision' session or an examination. Having reviewed staff, student and parental feedback that was gathered last year, we feel that allowing students to engage in independent revision at home, will afford a greater degree of flexibility and reduce levels of anxiety. This information will be shared in our 'GCSE Support Programme' which outlines all details of calendared exams and subject sessions. We hope that you will support your child in ensuring daily revision is undertaken in line with school hours Monday-Friday when they are not in exams.

On the day of examinations, students must attend school **15 minutes** before the start of their examination unless attending a pre-exam booster. Morning exams start at **9.00am** and **1.20pm** for an afternoon exam. Students must attend exams in **full school uniform** and should bring **appropriate equipment** for each subject's examinations. If students have a morning and an afternoon exam, students will be permitted to leave the premises between the exams but we will also be providing a space for '**silent independent revision**'. For health & safety reasons, no student is to remain on site unsupervised and any student who has remained on site will be expected to attend the room indicated for independent study.

Please review your child's examination timetable on Edulink and discuss with your child the dates they need to attend school to ensure they do not miss an examination. There will be no opportunities for students to catch up on any exams missed due to failure to attend, and they will achieve a 0 (a U grade) for any exams they do not sit. **Non-attendance will incur a penalty fee which is payable by parents/carers - [CPS Exam Policy](#)**. If your child is unwell during the examination period and they are unable to attend an examination, you must contact the examination team immediately exams@cps.hants.sch.uk (and copy in Ms Jones e.jones@cps.hants.sch.uk). Please remember, you may be required to supply a note from your GP.

If students have arrangements with teachers to come into school to complete vocational work during those lessons, or to attend extra revision sessions, they may do so but they must sign in with their teacher and sign out at reception immediately after the session they have attended.

In exceptional circumstances, if your child cannot be accommodated at home, please email Mrs Glover and complete the MS form that has been sent via Edulink . If you have any questions or queries, please do not hesitate to contact Mrs Glover at s.glover@cps.hants.sch.uk

Yours sincerely,

Ms E Jones
Deputy Headteacher

Mrs S Glover
Associate Leader Raising Standards

