



20th March 2016

Dear Parents, Guardians and Boarding staff,

RE : Year 11 Study Leave and Key Dates

Please find below details regarding study leave, revision lessons and important dates for the Summer Term 2017.

Thursday 20 th April	Summer Term begins Normal Lessons for 1 1/2 weeks (Practical/oral exams do not have study leave, with the exception of ICT)
Tuesday 2nd May	IGCSE Exam Period Begins Study leave available for Year 11 pupils – please see below for details.
Monday 19/06 – Friday 30/06	Suggested Work Experience Dates
Wednesday 14 th June	Prom and Leaver's Day
Saturday 8 th July	Speech Day

Year 11 study leave details commencing Tuesday 2nd May 2017

All Year 11 pupils have the option to be on study leave from w/b 1st May. This is an opportunity for pupils to make their final exam preparations, away from the distractions of school, quietly and independently. Day pupils wanting to take study leave require their **parent's** agreement in writing (email) sent to Mrs Ward.

Please see below some important information for the exam period:-

1. The ICT practical exams qualify for study leave on the afternoon only of Monday 24th and Wednesday 26th April
2. Any pupil wanting to study in school on any day must register with **Mrs Ward in T1** by 8:25. They will then be allocated a study room, which they must adhere to. This could be at the back of a class, so headphones and a laptop or tablet are recommended. School chrome books will not be available and mobile phones must be handed in, as per normal school rules.
3. Once an exam has finished, any pupil wanting or needing to remain on school site must register with Mrs Ward or Mrs Mason in their office so that a study room can be allocated. All other pupils must not remain on site (or return to boarding).

4. Year 11 Boarders Study leave

- a. All boarders must breakfast as normal each day.
- b. Then report to Matron and study in Matrons between 8:30 and 10:30 (or until a morning exam starts).
- c. After break, they may, with matrons approval, study in their room.
- d. They may only sign out from 3pm onwards during this study period.
- e. They may not study outside (tans will have to wait !).



5. Uniform

- Any pupil on site for an exam **must** wear **full school uniform** and be subject to normal school rules.
- Boarders studying in Matrons may wear their own clothes.
- Pupils studying in school (but not sitting an exam) may wear their SJS PE kit or school uniform.

6. Additional Revision Lessons

- In order to prepare pupils as fully as possible for their exams there are additional revision lessons that will be available during study leave. Whilst these are not compulsory, they are highly recommended.
- The dates and times of these sessions will be published by the end of term, once timetables and staffing availability have been confirmed.

7. Pathway and KS5

Normal lessons will run unless they are in an exam. Standard study leave will be available as follows:-

- For all morning exams – they may have the afternoon of the day before as study leave (no signing out)
- For all afternoon exams – they may have the morning as study leave (in Matrons as above)

8. Leavers Day and Prom – Wednesday 14th June

- Book drop off

All text books need to be returned **on Leavers Day**, 14th June. A member of staff will be in the **library** between 11:00 and 12:30 to sign off borrowed books. Any unreturned books will incur a standard £25.00 replacement penalty.

- Leavers Assembly - 12:30, parents welcome, followed by a BBQ for SJS pupils.
- Leavers Prom – Details to follow.

I hope you have a restful Easter holiday

Kind regards

Caroline Ward