

Our ref: CXT-MRT-CAS/ln/off/Year11/2023-2024/Year11Arrangements

22nd May 2024

Dear Parents/Carers

Re: In-school arrangements and examinations after half-term

Following the recent communication regarding the current phase of our timetable arrangements in school during the exams period, we are pleased to report how positive and engaged students have been in school and how impressed we have been with their conduct in exams and in lessons.

Current arrangements:

- Students are attending school as normal.
- Students are sitting morning and afternoon exams where scheduled on their exams timetable.
- Students are attending lessons as normal and being supported by class teachers with focused revision activities, advice, guidance and in-class exam practice opportunities and feedback.
- Some students are participating in targeted revision sessions during period 4 in support of forthcoming exams.
- All students are completing independent revision during period 4 lessons (teaching is suspended) to allow them to prepare for their next exam.

We recognise the continued benefits of students being in school, maintaining routines and habits, being supported by specialist teachers, attending targeted revision sessions and having access to teachers during independent revision sessions. This is especially the case since examinations are far from completed in all or the vast majority of subjects.

The current arrangements will continue after half-term and the in-school arrangements for the week commencing 3rd June are included in this letter.

From Monday 3rd June

Students should attend school as normal, completing exams, attending lessons and targeted revision sessions. They should continue to bring independent revision materials for use during period 4 lessons, where they will be allowed to complete revision for their next exam but will also have access to specialist teachers in subjects with ongoing exams, should they need support or have specific questions and areas they need support with.

On Thursday 6th June

Following the completion of the GCSE English Language examination, period 3 lessons and targeted Maths revision sessions, students will be dismissed from school at (or shortly after) 12pm.



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From Friday 7th June

The normal timetable for Year 11 students will be suspended. Students should only attend school for exams in the morning and afternoon session, and targeted revision sessions that will take place in during either periods 3, 4 and or 5 where invited to do so.

In response to comments from many parents and our own concerns, we do not expect or condone any gathering of students after school on Thursday 6th June and would ask for your full support in enforcing this with your child. Public drinking is not acceptable, can place students at risk and is not condoned by the school. The Police have powers to confiscate alcohol from under 18's drinking in public spaces and to move groups on. In common with other schools, Bromley Police have been informed of the exam arrangements for Year 11 students at Hayes School.

We hope that you would encourage your child to behave in a manner that does not place **them or others** at risk and allows them to remain focused on best exam preparation and performance. We have also been very fortunate that in recent years students' behaviour in school during the exam period and at the end of normal lessons has been exemplary and we expect the same of students this year.

We will formally recognise students' at a celebration assembly which will take place on Friday 14th June from 3.45pm until 5.30pm, where students will have the opportunity to sign shirts and celebrate their time here at Hayes. More details about this event will be communicated in the first week after half term.

Students will be reminded of their responsibility to behave appropriately **in school and outside school**.
We will not tolerate any behaviour which brings the school into disrepute in the local community.

Further exam-based information:

Arrival times in school

8.30am – students must arrive promptly and report to the main hall for morning exams
1.20pm – students must arrive promptly and report to the main hall for afternoon exams

Registration arrangements

Registers will be taken in all exams and at revision sessions.

Students leaving the school site after an examination should sign out at Student Reception

Students arriving on site at other times during the school day, they should sign in and out at student reception. Students are requested not to loiter on site for any reason. This allows us to maintain accurate records, which could be used effectively in case of emergency.

Exam Equipment

Students are reminded to bring the necessary equipment for each exam. It is important that you check with your child that they check their equipment for the exams they are due to sit each day. It is their responsibility to bring in the correct equipment and the school does not have adequate spares to hand out.

Exam briefings – The day before each exam, the relevant department will continue to issue a pre-exam briefing. These are outlined on Satchel One and remain really important in helping student's focus and bringing calm. Please remind your child to check their Satchel One account each day.



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Half Term revision school and Pre-exam revision sessions - There will be a number of revision sessions taking place during the Half Term break and an opportunity for students to use our Study Hub based in the new Sixth form Centre both of which proved to be a huge success during the Easter holiday. Additionally the pre-exam revision sessions we have put in place will continue after the Half Term break through to the end of the examination season. Further details of the May Half Term revision school and the timetable for the Pre-exam Revision sessions will be communicated in a separate letter before the holiday commences.

Finally, we thank you as parents and carers for your continued support at this important time and especially in ensuring students engage in all of the opportunities available to them to put them in the best position to successfully navigate their next steps.

Yours sincerely



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