

Stanborough



Mathematics & Computing Academy

Headteacher: Mrs M John

19th April 2024

Dear Parent / Carer

As you will be aware the summer GCSE written examination series begins on Thursday 9th May until Wednesday 19th June 2024.

We continue to be immensely proud of our year 11 students for the hard work and dedication that they have shown throughout this year. In this letter I will outline our plans that will support students through this critical phase of their education.

Students are expected to attend school every day until the day of their last exam.

Students have been briefed as follows:

1. Students arrive in full school uniform every day.
2. From Tuesday 7th May 2024, students register in form groups in the morning before either making their way to an exam or a timetabled pre-exam lesson.
3. Students are required to line up outside their examination room 10 minutes before the start of the exam. A bag room will be made available for students to store any belongings not permitted in the exam room.
4. When students are not in an exam, they will attend a modified pre-exam timetable to support them with their exam preparation. They have been given a draft paper copy of this today and have been asked to check for accuracy. Any queries must be returned to the form tutor on Monday morning so that any changes can be actioned and a finalised copy of the timetables will be issued at the end of next week.
5. Students must bring all necessary equipment to each pre-exam session, including normal exercise books and any set texts required to these sessions.
6. Students must bring all necessary equipment to each exam to avoid disruption at the start of the exam. This should include at least two black pens, pencils, ruler, eraser, calculator, mathematical drawing equipment.
7. Good nutrition and being well hydrated is proven to improve performance in exams. It is therefore important that students have a healthy breakfast each morning and bring a bottle of water to each exam. Bottles must be transparent with no labels or colouring. The canteen will provide a special pre-exam breakfast for any students who have a morning exam.
8. It is vital that students attend all their exams as specified on their personalised exam timetable. Any missed exams cannot be taken at a later date. This exam timetable has been issued to students before the Easter holidays. The generic exam schedule is available on our school website:
<https://stanborough.herts.sch.uk/students/exams-assessment-revision/>
9. If any student is suffering from a medical condition that may affect performance, the exams officer should be notified at once and a medical note provided. (exams@stanborough.herts.sch.uk)
10. If any student is experiencing a major event in their life during the exam period that may affect performance, please inform the exams office immediately.
11. Late entry to exams is at the discretion of the invigilator. Please note that students who are late by more than 60 minutes are no longer allowed entry into the exam room. Any lateness must also be reported to the exam board who will decide whether the student's exam paper can be accepted.

- Grow and Succeed -

Lemsford Lane, Welwyn Garden City, Hertfordshire AL8 6YR

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Final Year 11 Assembly – Thursday 20th June 2024

The arrangements for the day are as follows:

- Students arrive from 8.35am via the site manager's entrance for an 8.40am start
- Students will have a formal assembly in the hall followed by the opportunity to sign shirts and say goodbye to other students and staff in the dining room
- Students will be dismissed by 10.45am via the site manager's entrance
- Students should attend in smart dress and bring an additional shirt for signing
- Students can bring any revision books and uniform they no longer need which will be used for students lower down the school. We have a particular shortage of bags and appreciate all the donations.

Sixth Form induction

The Sixth Form induction will follow the next day on Friday 21st June where students are expected to arrive in smart business wear as per the dress code. Attendance is compulsory for those wishing to enroll in Sixth Form. More details will follow in a separate letter to those who have applied

Prom

The Year 11 prom takes place on Friday 12th July at "The View" from 7.30pm – 11pm. We look forward to seeing those who have purchased a ticket at the prom.

GCSE Results day – Thursday, 22nd August 2024

We are currently planning for students to collect their results in person on this day between 8am and 10 am (provisional timings). Once students have collected their results, they will need to confirm their Sixth Form subject choices or apply to our Sixth Form, should they wish to. Members of the Sixth Form team will be available on the day.

Students will be able to either confirm their original choices, or make any changes. To facilitate making an informed choice, students should access the Welwyn Hatfield 14-19 Consortium website <https://welwynhatfieldconsortium.org.uk/how-to-apply/subject-criteria> where they will find both the blocking form and subject criteria prior to results day. We will make every effort to accommodate option changes within the constraints of our timetable.

If your child is unable to attend in person on results day then they must email the exams office (exams@stanborough.herts.sch.uk) authorising a named adult to collect the results on their behalf. Any person collecting results on a student's behalf must have some form of photo identification. Your child can still sign up for the Sixth Form and choose their courses by emailing Mr. Whelan-Hind as soon as possible but before Friday 23rd August 2024 (MHind@stanborough.herts.sch.uk). The official Sixth Form Enrolment will take place on students' first day back in September.

I would like to take this opportunity to thank you for your continued support and wish all students the best of luck in their exams.

Please do not hesitate to get in touch should you have any questions relating to the forthcoming exams.

Yours faithfully



Mrs Vlijter
Assistant Headteacher



Mrs Eracleous- Rickard
Year Leader: Year 11

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