



EMMANUEL COLLEGE

*Emmanuel Schools Foundation*

29 April 2022

Dear [RecipientTitle] [RecipientSurname]

I am writing to inform you of the details of our support for Year 11 students as they begin their exams later this term. The exams start for most students on 16 May and will run for five weeks (with half term break from Monday 30 May to Friday 3 June). The final exam for all students will be on 23 June. It is incredibly pleasing to see the positive attitude of the students in lessons and around school; they have a clear sense of purpose and are certainly making the most of every minute with their teachers in the classroom. Attendance to the additional revision and intervention sessions at lunchtimes and after school is also excellent and a testament to how hard students are working in these final weeks.

This is the first year in three years that exams have taken place and our intention is to do all that we can to support our students, who have missed out on the best part of six months of in-school education, to achieve their full potential. Due to Covid, there are some key changes to exams this year:

- exams are more spaced out over the exam period than they have been in the past.
- for a significant number of the exams, advance information has been supplied by the exam boards, giving more detail about what is on each exam. This means that teachers can focus in more depth on the areas that will be examined and direct students to the exact learning and concepts needed to approach the exams.

### **In School Provision**

It is important that we continue to maximise the time that each student has with their class teacher. To enable this, we have planned an exceptional provision of teacher contact during the exam period to ensure that subject specialist teachers have as much contact as possible with their students and that the timing of this contact reflects the proximity of each exam.

Students will continue to follow their normal timetable up until Friday 13 May. Exams will start for all on Monday 16 May, additional booster sessions and masterclasses will then be timetabled, alongside other timetabled lessons up until Friday 10 June.

From Monday 13 June, up until the end of the exams, students will still attend compulsory masterclasses around their exams, but then will be asked to study at home to give them a greater degree of flexibility.

During the exam period, students will be able to work in school from 8:00am onwards in the Granary with subject staff on hand to guide and support students. All students should arrive in school by 8:25am at the latest to attend compulsory pre-exam booster sessions.

Subject masterclasses will be based in one area in school to minimise disruption and will not require students to follow their normal timetable for those sessions; I have detailed the arrangements below. In between exams and masterclasses, students will attend a small number of timetabled

lessons; students will be given directed work relevant for that subject or will be set work for the upcoming exams. We feel this approach will ensure that the students are given the access to the teachers that they need to ensure they are as fully prepared as they can be for the exams.

Please [click here](#) to view the timetable.

### **Exams**

All morning exams will start at 9:00am and afternoon exams will start at 1:10pm.

### **Registration**

Students must arrive by 8:25am as normal and will register at the Granary entrance. Students will remain in school until the end of the normal school day until half term. After half term, students should continue to arrive at College by 8:25am, but are free to leave after their final commitment of the day (exam or masterclass). The exception to this is as follows:

- Tuesday 21 June – no Year 11 commitments in College. Students can choose to work from home.
- Wednesday 22 June - students who do not study Further Maths or Music can arrive at school from 1:45pm onwards for a 2:00pm start.

### **Catering**

Lunches will be catered for as normal up until half term and will continue to be catered for if students have an exam in the afternoon after half term. However, after half term, lunches will not be available for those students who are not in afternoon exams, therefore they should bring a packed lunch.

### **Attendance**

The attendance of all students will continue to be monitored during the exam period. Students are expected to attend all their exams and masterclasses and should not organise any appointments during the exam season. It is each student's responsibility to attend every exam punctually. If a student is late for an exam, it cannot be guaranteed that they can sit it. Any non-attendance will likely result in receiving a grade X for that exam. Please support your child in attending every exam and masterclass punctually.

There is a great deal of information contained in this letter. We want to support all our students at this crucial part of their education and ensure they make the most of their time. Undoubtedly, the students will feel the pressure and the nerves over the coming weeks and your support, alongside what we are offering in school, will be crucial to guide them through it. Please do contact Mr Ingham, Mrs Hall or me if you have any questions or there is something we can assist with.

Yours sincerely

Mr D Ridley  
Assistant Vice Principal (Academic)