



EMMANUEL COLLEGE

Emmanuel Schools Foundation

24 April 2024

Dear Parents and Carers

I would like to inform you of the details of our support for Year 11 students as they begin their exams later this term. For most students, the exams start on **Thursday 9 May** and will run for five weeks (with half term break from Monday 27 May to Friday 31 May). The final exam for the full year group takes place on **Friday 14 June** (Physics) although there are Latin, Music, Design and Technology, Food and Nutrition and Further Maths exams after this date.

We want your child to achieve the best grades they can, and this can be made possible when there is a partnership between the student, the school and parents. There are several simple things you can do to help your child be as prepared as possible. Studies have shown that high parental interest is linked with better exam results.

Effective revision strategies

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 Bridging the Gap sessions at lunchtimes and after school is also excellent and a testament to how hard students are working in these final weeks.

There are nine school days until the exams start, and we would ask that students use the bank holiday and their weekends between now and the start of exams to complete effective purposeful revision. There is a wealth of information on the College website about how to revise effectively. Please use this [link](#) to our Emmanuel Excellence Revision Strategies for further information and to support your child to complete a revision timetable if they have not already done so. Each student will also receive revision checklists and an [exam timetable](#) that can be used to record what revision needs to be done and by when. These will be vital in helping students organise their time.

Wellbeing

Revising for and completing exams can create additional stress for students. Leading up to exams there are ways students can manage their stress levels; please see a link to our Emmanuel guide to coping with exam stress [here](#). There are several practical things that parents can do to help:

- Encourage your child to attend any extra revision sessions including 'Emmanuel Masterclasses' and 'Bridging the Gap' sessions.
- Help your child to follow their revision timetable.
- Provide a quiet, well-lit working space.
- There is an option to study in school independently until 5:30pm Monday to Thursday and 4:30pm on Fridays should students need a quiet working space.
- Encourage your child to lead a healthy lifestyle, including eight hours sleep per night.
- Be sensitive to the pressure and stress that your child may be experiencing. Encourage them to speak to you about it.
- Make sure that time is built in for exercise and recreation.

Exam timetable and equipment

Please check the [exam timetable](#) carefully to see when students will require specialist equipment such as scientific calculators, protractors and compasses and ensure that your son or daughter has these for the appropriate day.

Please also check that your son or daughter has a set of pens and pencils, rulers and erasers (with spares), with a clear pencil case and clear water bottle. Each year it is a considerable source of anxiety for students to identify on the day that they have equipment missing, so having this prepared in advance will be a considerable support. We cannot provide equipment for students on the day of the exam unless there is a valid reason.

In-school provision

It is important that we continue to maximise the time that each student has with their class teacher to ensure they are as fully prepared as they can be for the exams. 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.

During the exam period, students will be able to work in school from 7:45am onwards in Loaves and Fishes 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.**

As far as possible, students will continue to follow their normal timetable, with additional pre-exam boosters and masterclasses, during the exam period. Exams will start for all but a small number of students on Thursday 9 May. Additional booster sessions and masterclasses will then be timetabled, alongside other normal timetabled lessons up until Wednesday 19 June.

On Tuesday 11 June, once students have attended the Physics masterclass (and Geography masterclass if they take Geography), students will be able to leave College and work from home. Students will revise at home on Wednesday 12 and Thursday 13 June. If students wish to come into College on either of these days to work, they are more than welcome as there will always be provision in school for students who would prefer to revise at school.

Catering

Breakfast will be available to Year 11 students in Loaves and Fishes from 7:45am. 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, they should, therefore, bring a packed lunch.

Exam start times

All morning exams will start at 8:50am and afternoon exams will start at 1:10pm.

Registration

Year 11 students must arrive by 8:25am as normal and will need to enter through the Quad to sign in on the paper registers before attending exam booster sessions or registration. Students will remain in school until the end of the normal school day, unless otherwise stated on the exam timetable.

Attendance

The attendance of all students will continue to be monitored during the exam period. Students are expected to attend all their exams and lessons 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 no marks for that exam. Please support your child in attending every exam and masterclass punctually.

In addition to the continued monitoring of attendance and punctuality during the exam period, all students will be expected to attend exams in line with our uniform expectations as detailed in the Study File.

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, students will feel the pressure and 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 me, Mr Ingham or Mr Lloyd if you have any questions or there is anything we can assist with.

Yours sincerely

Mrs R Hall
Vice Principal (Quality of Education)