

Wednesday 22nd May 2024

Dear Parents/Carers,

## **Subject: Year 11 Attendance & Support During the GCSE Exam Period**

### **School Attendance During Exams:**

At Risedale School, we are committed to supporting our Year 11 pupils throughout the crucial GCSE exam period. We believe that being in school provides the best possible environment for our Year 11 pupils to excel. **Therefore, all Year 11 pupils are expected to attend school every day and remain in school until 3pm (even if they do not have an exam in the afternoon).**

This allows them to:

- Attend dedicated revision sessions offered by subject teachers.
- Utilise our on-site study facilities and resources.
- Benefit from the support and guidance of our staff throughout the exam period, ensuring safeguarding and a supportive environment for all our pupils.

### **Exam Timetables:**

All pupils have received a paper copy of their individual GCSE timetable. Parents/carers can also access this information on [MCAS](#). Additionally, a comprehensive timetable of all GCSE and vocational exams taking place this summer is available on the school website's [Exam Information](#) page. This page also offers other useful resources to assist your child during their exams.

### **Breakfast and Revision Sessions:**

To ensure a productive exam period, we are providing breakfast free of charge for all Year 11 pupils from 8:00 am.

Those with a morning exam will be expected to attend dedicated revision sessions offered by subject teachers starting from 8:20 am. This will allow them to focus and prepare effectively before their exams.

Please encourage your child to attend as many sessions as possible both during the school day, after school and throughout the May Half Term Holiday. Dates and times are live and may be updated, so check back regularly:

- [May Half-Term Revision Sessions Timetable](#)
- [Y11 Revision Sessions Timetable](#) (Lunchtimes and after school)

### **Absence During Exams:**

If your child feels unwell on the day of an examination, it's important that they do try to attend if possible. However, if they are too unwell to sit the exam, you should contact the Examinations Officer as early as possible. Depending on the circumstances we may ask you to bring them into



school so that they can be assessed by the Exams Officer or you may need to complete a self-certification form or provide supporting evidence, such as a doctor's note. Special consideration for absence from an examination can only be applied for in exceptional circumstances. If a pupil misses an examination without a valid reason, they will not receive any marks for that paper. Additionally, the school will invoice you for the full cost of the examination entry. Further information can be found in the [Year 11 Examination Handbook](#).

### Equipment:

Please remind your child to bring all the necessary equipment for their exams and revision sessions, including stationery and their Chromebook, fully charged and in its protective case.

### Mobile phones:

To ensure a focused learning environment, mobile phones must be turned off once on the school site. Any mobile phone seen out without permission will be confiscated and placed in the school office. For further information please refer to the letter [Mobile phone ban for pupils at Risedale School from January 2024](#) sent 08/12/2023.

Parents/carers should not call their children directly during the school day as this will disturb the learning of others. If there is an emergency, please call the school office and they will be able to help. Similarly, pupils must seek permission before calling home to ensure any issues can be dealt with promptly.

During examinations, possession of a mobile phone or other unauthorised material is not allowed, even if a pupil does not intend to use them. Candidates will be subject to penalty and possible disqualification from the exam/qualification. Please see the JCQ posters [Warning to Candidates](#) and [Unauthorised Items](#) together with the [Year 11 Examination Handbook](#) which has a section on malpractice.

### Uniform:

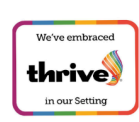
Pupils are expected at all times to be in the correct school uniform during examinations.

### National Contingency Days:

- **Thursday 6th June - PM**
- **Thursday 13th June - PM**
- **Wednesday 26th June - All Day**

The awarding bodies have designated these dates as 'national contingency' sessions for changes to examinations in the event of any national or local disruption to examinations. **Pupils must be available up to and including the final date in case of any rescheduling.**

Pupils do not need to remain in school after their final examination. If they have an exam in the morning we would expect them to leave the school site after their last exam. Please get in touch should this cause any issues, and we will of course look to support you.





**RISEDALE**  
A family of learners

**RISEDALE SCHOOL**

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**We encourage you to utilise all the resources and opportunities available, including breakfast, revision sessions, and the expertise of our staff.** All Year 11 pupils are already aware of these expectations and the support available, as outlined in a recent assembly delivered by Deputy Headteacher Mr Yates.

**Prom Information:**

**Ticket Payment Deadline:** If you haven't already done so, **please pay the remaining £15.00 for your child's Prom ticket by Saturday 27th May** (total cost £25.00 per pupil). All monies must be paid via ParentPay at [www.parentpay.com](http://www.parentpay.com). Parents of any pupils who did not meet the Prom Passport criteria have now been notified.

- **Prom Date:** Friday 28th June 2024
- **Venue:** The Blackwell Grange Hotel, Darlington
- **Arrival Time:** 6:30 pm (for photos and mingling with mocktails)
- **Event Time:** 7:00 pm - 11:00 pm
- **Early Departure:** If any pupil wishes to leave the Prom before 11pm we can contact parents using the phone numbers on the school system, but their approval is required for a pupil to leave.

**Year 11 Leavers' Assembly:**

All Year 11 Risedale pupils are invited to a special Leavers' Assembly taking place at 2.30pm on Wednesday 19th June 2024. Refreshments will be provided. Please remind your child to bring their shirt for signing.

If you have any questions regarding the Prom or the Leavers' Assembly, please contact Ms Benson at [Benson.A@risedale.org.uk](mailto:Benson.A@risedale.org.uk)

Thank you for your ongoing support and we wish all Year 11 pupils the very best for their exams.

Yours sincerely,

**Mr Colin D Scott**  
Headteacher

