



11 February 2022

Dear Parent/Guardian

Year 10 PPE Week – Week Commencing 14 February 2022

I am writing to clarify a few frequently asked questions we often receive regarding Year 10 PPE week.

1) What do students do when they are not in an exam?

They will go to their normal timetabled lessons. They should bring in resources to revise from, otherwise their teaching staff will set them work.

2) Where do the students register?

On Monday 14 February, students will register in their normal tutor rooms. Their period 1 staff will then accompany them to the Dining Room and then the exam venues as the first exam starts at 10:00am. For Tuesday – Friday, students should report to Dining Room 2 and sit in their tutor groups – like they would ordinarily if having an assembly in the dining room **before 8:40am**. We tell students they should be on site for 8:35am and seated and ready for messages at 8:40am.

3) When an exam finishes, where do students go?

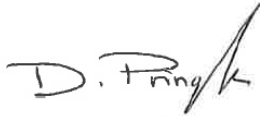
After the morning exams finish, students should head to the lesson they would ordinarily be in. Staff are aware they will have just sat an exam and will give them some down time, however, the expectation is that after this, they will quietly get on with some revision. Students should promptly return to their lesson areas and not congregate outside the exam venues as to not disrupt students who may be sitting a longer exam or have extra exam concessions.

After the afternoon exams finish, again students should return to their lesson areas swiftly. The exceptions to this are on Monday 14 and Friday 18 February. On Monday afternoon, the exam is due to finish around 14:45pm. Whilst on Friday, the afternoon exam is due to finish at 14:00pm. Students will be dismissed home from these exams due to the proximity to the end of the school day.

Should you require your son/daughter to stay at school until the end of the full day on Monday 14 or Friday 18 February, please let us know.

I am conscious that students have been working incredibly hard in preparing for this week and I look forward to their efforts being evident when they receive their results. It is important that they acknowledge that this is part of their learning journey and that staff will provide feedback on how they can improve for their future assessments.

Yours sincerely

A handwritten signature in black ink that reads "D. Pringle". The signature is written in a cursive style with a long, sweeping flourish at the end of the name.

Mr D Pringle
Head of Year 10