

Dear

We are writing to inform you of arrangements and expectations for Y11 students from Monday 7<sup>th</sup> June 2010.

Students must attend punctually for their exams – morning exams start at 9.00am and afternoon exams start at 1.30pm. Please support your child to arrive in good time – if they arrive late the awarding body can decide not to mark their paper.

All students have been issued a personal exam timetable and exam code of conduct. If either of these has been mislaid please contact Julie Russell, Exams Officer to request a repeat copy.

Alongside the exams we will be running a programme of compulsory revision classes. Students must attend all revision classes of the subjects they study. Results from our January exams show that the focussed subject specific revision classes we ran in the immediate run up to the exams were very productive. We are therefore repeating this model for our summer exams. Registers will be taken and any absence followed up in the usual way. A copy of the revision classes is enclosed, so you can see when your child must attend. If they study more than one of the subjects offered in the same slot then they should choose which class to attend.

When your child does not have an exam or revision class they should revise from home. Revision materials can be found on our VLE [www.phcs.org.uk](http://www.phcs.org.uk). If they prefer we will have a revision room available. The room will be supervised and students will be expected to work independently and quietly. Students who can not manage this will be asked to leave. We can not guarantee computer access, so students should bring their own revision materials.

Students can continue to use the food hall at break and lunch. Students will not be expected to stay in school between sessions, but please remind your son or daughter of the need to behave appropriately in the local community, so that they present a positive image of PCS.

Students should continue to wear full PCS uniform and conduct themselves in accordance with our behaviour code each time they are on site.

These arrangements will continue until students have taken their final exam – as soon as they have taken their final exam they no longer have to come to school.

We wish all our students well in their final exams. Please remember exam results will be available to collect from PCS between 10.00am and 12.00pm on **Tuesday 24<sup>th</sup> August**.

Thank you for the support you have given your child during their time at PCS. The partnership between school and home is so important to the success of young people.

Kind Regards

Nicky Bassett  
Deputy Headteacher