



Notley High School & Braintree Sixth Form



Headteacher: Miss M Ryan

24 March 2023

Dear Parents/Carers

In the last weeks before exams, we wanted to let you know that as in previous years we will be continuing to deliver taught revision lessons until the last examination has taken place in each subject. However, some students may prefer to revise at home and we realise that many thrive in doing so. Therefore, students will be given the opportunity to start study leave on Monday 22 May.

Individual students will be contacted before this date to discuss alternative study plans if there are concerns and/or all of the following criteria have not been met:

- Their performance in the mock examinations (or predicted grades in a subject are within one grade of target) was within one grade of their target grade
- Their Learning Behaviours in the Easter grade sheet were all Compliant or higher
- All assignments set by teaching staff have been satisfactorily completed
- Attendance has not fallen below 90%

Subject leads will ask some individual students to continue attending lessons/masterclasses within their subject and students should make arrangements to attend these unless there is an exam clash.

Where a subject does not have a final exam, the date for not needing to attend this subject anymore will be dependent on the teacher clearing a student as completing all the relevant coursework. Students will need to collect a form, have it signed by their subject teacher and return it to Ms Brewis-Shephard.

Some students may prefer to continue to attend all or some of their lessons. If they would prefer to continue to attend lessons, they can do this, but we ask that they contact their teaching staff to inform them, so that teachers know who to expect and can plan accordingly.

Students can also continue to use school facilities during study leave if they wish to and can of course still contact teachers for support. As we need to know who is on site for safeguarding reasons, it is important that students **sign in and out** if they are in to study or attend lessons.

From Monday 17 April the morning tutor programme from 8.40-9.10am will be revision focused. Students will register with their tutor and can select which room to revise in based on the subject they wish to focus on. The tutor team and I will provide revision support for specific subjects and general exam guidance during this time. Periods 1 and 2 will remain as quiet study for all students when they do not have a lesson, and this will also include a Tuesday period 1 for all year 13 students. There will be a final year 13 assembly held on Tuesday 16 May. Year 13 students will no longer need to attend their enrichment option unless they wish to continue to do so.

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The sixth form pastoral team will be available to support all students throughout the exam period and right the way through to results day on August 17. More details of this day will be sent later in the summer term.

Please feel free to contact me if you have any concerns about study leave or the examinations or if any individual circumstances need to be discussed. We wish students every success in the summer exams and look forward to celebrating their successes in August.

Yours sincerely

Ms Brewis-Shephard

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