

3 May 2024

Dear Families

The exam season is fast upon us and it is important that I share with you some key information in relation to the lead up to the examinations and the exam period.

Exam Season

1. The exam season starts on Thursday 9th May.
2. Statement of Entries were issued before Easter, and Individual Candidate Timetables were issued a couple of weeks ago.

9th May - 24th May

3. Students will remain full-time in school until Friday 24th May.
4. For the two weeks and two days leading up to half term (9th May to 24th May), students will receive a new individual timetable which will include exam preparation sessions with their normal subject teachers based on the timings of their individual exams.
5. If students have an exam in the afternoon, they will have an exam preparation session in the morning with their normal subject teacher to help prepare for the examination.
6. If students have an exam the following morning, they will have an exam preparation session in the afternoon with their normal subject teacher to help prepare for the examination the following morning.
7. Students will also have silent and general revision sessions where they will individually choose what they would like to revise and have access to a computer room when available. Students must bring work to these sessions. Their normal subject teacher for this lesson will also be available to do revision with students.

3rd June - 20th June (Study Leave)

During the study leave period, students will either be participating in an examination on the school site, revising independently at home or revising independently at school. Please read the guidance below about how this will operate.

1. From Monday 3rd June, students will be expected to work from home if they are not in school for an exam.
2. Students must attend all their examinations.
3. Students must arrive before 9.00am for morning exams and before 1.15pm for the afternoon exams.
4. We recognise that for some students working from home can present a challenge and also transport can be difficult, therefore we will continue to offer supervision for any students wishing to continue their revision in school or where it is difficult for them to travel home without school transport. If you would like to discuss this as a possibility for your child for a particular day or days, please contact myself at karl.musson@ansford.net.
5. If students have a morning and afternoon exam on the same day, and wish to stay in school between these exams (this needs to be pre-arranged as outlined in point 4) they must attend the allocated space for revision and remain on the school site.
6. A timetable for study sessions will be produced for students in school. Students are expected to attend the study sessions that are scheduled on the timetable. The timetable of these sessions will be displayed on the exam notice board for students.

Attending Examinations during Study Leave

Morning examinations: 9.15am start

- Students must use their normal entrance of the main gate and go straight to the Sports Hall (unless students have been informed their examination is taking place in a different location)
- Students must leave school immediately after their examination via the side gate by the Sports Hall.
- Families will need to make transport arrangements

Afternoon examinations: 1.30pm (unless early start required - individual students will be informed)

- Students must enter via reception and go straight to the Sports Hall (unless students have been informed their examination is taking place in a different location)
- Students must leave school immediately after their examination via the side gate by the Sports Hall.
- Students may catch their normal school bus at 3.30pm if they have no other means of transport home. Students must remain in school and go to the allocated study room until 3.30pm if their exam finishes before this time.

Expectations of Students

- Students are expected to wear school uniform when in school for both attending exam preparation / revision sessions and for all their examinations.
- These final weeks in school are really important for all Year 11 students. We expect them to show a continued commitment to their own studies, exhibiting positive behaviours for learning, which enables all students to make the most of the opportunities available.
- Alternative arrangements will be made for students whose behaviour is deemed disruptive and has a negative influence on other students' learning or revision in these final weeks.

Celebration Event

- On Friday 24th May, we will hold a celebration event, including their leavers' assembly, time to collect hoodies, enjoy a BBQ, sign shirts and have time to say farewells to their peers and staff.
- Students are to attend school as per normal but their day will finish at 12.30pm.
- Students will leave school via the Sports Hall car park and will require collecting or alternative transport arranging.
- Students are encouraged to wear formal clothing for this special event.
- Further details of this event will be shared by Ms Mallord [Head of Year] nearer the time.

Prom

- The Year 11 Prom is taking place on Thursday 11th July, at Holbrook Manor, Wincanton, arriving from 6.30pm.
- Initial details have previously been sent to parents and confirmation of final arrangements will follow nearer the time. If you have any queries please contact Helen Martin - helen.martin@ansford.net

Results Day

- Examination results will be available for collection in person from the Academy on Thursday 22nd August between 9am and 10:30am.
- Results that are not collected during this time will be sent by postal services at noon on the same day.
- Results are collected from PA2, accessed from the staff car park.
- Instructions for entering and exiting the building will be clearly marked.
- Caryford Hall can be used for overflow parking where required.

- If you are unable to collect your results yourself, you should provide authorisation to the Examinations Office (joanna.dyal@ansford.net), prior to results day, for someone to collect your results on your behalf. This authorisation must be in writing and must name the person collecting your results (this can be a family member or friend). The person specified will have to provide proof of identification to us on the day, for us to release your results to them.
- Parents/carers are welcome to accompany you to the Academy site.

GCSE Certificate Collection

- Certificates will be available for collection between 5.30 - 6.30pm on Wednesday 27th November.
- Certificates will be available for collecting from PA2, accessed from the staff car park.
- Instructions for entering and exiting the building will be clearly marked.
- Caryford Hall can be used for overflow parking where required.

Careers Advice

- If your child requires additional support in relation to careers and next steps after they leave Ansford Academy, they can still request support from our careers advisor Mrs Watson via email (wendy.watson@ansford.net)

Ongoing Support

- Our pastoral support of Year 11 students will remain in place up to Friday 28th June (and afterwards should this be required). Ms Mallord (jane.mallord@ansford.net) is available to continue supporting your child, please contact her should your child require any further support.

Pre-Loved Uniform

- We offer pre-loved uniform to some of our families.
- Our service relies on good quality donations from families whose children have outgrown their uniform. Items we need include jumpers, shirts, trousers, skirts, ties and blazers.
- If you have clothes you can donate, please take your items to the academy reception.

Finally, sitting GCSEs can be an intense experience for all the family. In a previous assembly, I advised students to revise regularly for short amounts of time, to take breaks and to make sure they are hydrated. The only way of retaining the vast amount of information needed for the examinations is by regularly revisiting key concepts. It has been proven scientifically that retention of knowledge increases from remembering 10% one month after initially learning to over 80% if you revisit the ideas 4 times during the month.

I have shared with the students that this is a difficult period of time but the benefits of putting the work in now is worth it for the feeling of elation when it is over. They do have to work hard but, as always, if you are worried about your child, please do not hesitate to contact Ms Mallord as previously mentioned.

I know I speak on behalf of all staff when I say that we will miss our Year 11s very much. I wish your child every success for the future.

Yours faithfully



Karl Musson

Deputy Headteacher: Curriculum and Standards