



KING EDWARD VI SCHOOL LICHFIELD

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Headteacher: Ms J Rutherford BA (Hons)

May 1, 2024

Dear Parents and Carers,

Please see a [link](#) to our website with the Examination Briefing shared with Year 11 students in school this week. We would be grateful if you could take a moment to re-read this with your child at home.

In addition, please find below some important reminders:

- Students should arrive outside the Sports Hall 20 minutes before the scheduled start time shown on their exam timetable. This will be 8.40am for morning exams and 12.55pm for afternoon exams.
- Study Leave begins from lunchtime on Thursday 23rd May therefore absences before this date will not be authorised without appropriate evidence. For the next three weeks we have arranged for subject related revision sessions to take place around exams in addition to timetabled lessons.
- Students who have an examination in the afternoon will be dismissed from school when the exam finishes. This does not apply to examinations in the morning.

I'd be grateful if you could have a final check over the weekend to ensure that all equipment, including their photo ID card is ready in their pencil case.

Finally, if you have any questions about exams please do not hesitate to contact myself or the Exam's Office directly.

I'd like to take this opportunity to wish all Year 11 students the best of luck in their GCSE examinations and thank you for the ongoing support that you give at home.

Kind regards,

Mrs M Jennings
Achievement Leader for Year 11