



ST MARY'S CATHOLIC HIGH SCHOOL

a Catholic Voluntary Academy

Newbold Road • Upper Newbold • Chesterfield • S41 8AG

Headteacher: Mrs M Dengate M.Phil

Telephone: 01246 201191

Email: enquiries@stmaryschesterfield.org.uk
www.st-maryshigh.derbyshire.sch.uk

Our ref: L932/CB/MH

April 2019

Dear Year 12 Students and Parents/Carers

Students may have internal, external or both types of examination this summer. The following clarifies all key points and dates.

Being in school uniform helps us to run school, know who is on the premises and distinguish between students and visitors or intruders. Signing in is not necessary for examinations (students are registered). If you choose to stay in school to study, you **MUST** sign in and out at Reception for fire regulations.

Exam Leave/Internal exams Monday 13 – Friday 17 May	Students come into school to undertake exams according to exam timetable. Clash candidates <u>must</u> see Mrs Sharp to arrange sittings.
Council training	Friday 17 May

Examinations (Internal)	Begin (am) 9.00 (arrive at exam base by 8.45) (pm) 1.00 (arrive at exam base by 12.45)
--------------------------------	---

- Full and correct school uniform to be worn, including blazers
- Be at the exam base 15 minutes before an exam
- Clear pencil cases only
- No food or drink in the exam base (except plain unlabelled bottles of water)
- You need a minimum of 1 black pen (+ spare), pencil and eraser
- Calculators needed for many exams
- Please do not bring mobile phones or other electronic devices in to the exam base
- Watches must be taken off and placed on desks (Smart watches are not allowed)
- **DOUBLE CHECK YOUR EXAM TIMETABLE**

Examinations (External) (Business & Economics)	Begin (am) 9.15 (arrive at exam base by 9.00) (pm) 1.30 (arrive at exam base by 1.15)
---	--

HE Provision / alternative provision	Monday 20 May full day in school off timetable on HE/Apprenticeships
	Monday 20 May HE/Apprenticeship evening for parents/carers (6-8pm)
	Tuesday 21 May University visits
	Wednesday 22 May lessons as normal
	Friday 24 May pm UCAS launch afternoon

Post 18 Fair	11 July (lunchtime & Period 7)
---------------------	---

End of Term	Friday 19 July <u>No</u> planned absence in term time unless authorised in advance by school
--------------------	---

The pace of learning after internal and external exams is strong and forms the foundation for all Year 13 work.

Please do not be tempted to take days off school to start holidays early!

Live, Love and Learn in the Light of Christ

AS Results (Business & Economics only)	Are available from 11.00 am on Thursday 15 August If you telephone for results, please wait until after 12 noon
---	--

If you are not available to collect these in school, you can take any of the following options

- Get a friend or relative to collect them (with authorising letter from the student)
- Leave a stamped addressed envelope in reception for us to post results (A5 envelope with large stamp)
- Telephone after 12 noon

Unfortunately we cannot send them electronically as this takes too long on this hugely busy day.

Please think ahead and make sure you are available in person next summer for final A level results as employers and universities will only talk to the student in person and we need to be alongside you to support you.

Internal exam results	Tuesday 4 June
------------------------------	-----------------------

Re-sit day	If required students will re-sit examinations on Monday 1 July
-------------------	---

Please note that it is not possible to continue with a subject into Year 13 if the internal exam result is a fail/U grade or external exams suggest similarly. Teachers and senior sixth form staff will give advice and guidance in June/July.

Open Days/Enrichment courses	Only three days on weekdays in Summer Term <u>in total</u>
-------------------------------------	---

Year 13	Begins on Thursday 5 September – ensure you have your 2019/20 Sixth Form student planner on the first day of Year 13
----------------	---

Finally	Good luck with your examinations
----------------	---

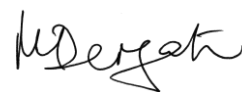
Yours faithfully



Mr C Bradley
Assistant Headteacher - Sixth Form



Miss C Errington
Head of Year 12



Mrs M Dengate
Headteacher

PIN THIS UP

EXAMINATION REMINDERS

- Double check exam dates/times every day
- Learn your candidate number (AS external exams)
- Use a good quality black pen, including for diagrams
Most exam scripts are scanned into computers to mark
- Bring a calculator
- Bring a sharp pencil (used for optical mark reader sheets)
- Clear pencil case only
- Clear, plain bottled water allowed but no other drinks and no food
- Do not bring mobiles or other electronic equipment into the exam base
It is an offence even if switched off. The penalties are severe, including banning from all exams that year
- You will be asked to take off your watch and put it on the desk in front of you
- For internal exams students must be at exams bases by 8:45 am (mornings) and 12:45 pm (afternoons)
- For external exams students must be at exam bases by 9.00 am (mornings) and 1.15 pm (afternoons)

EXAMINATION RESULTS (Business & Economics)

Thursday 15 August from 11:00 am

A LEVEL PROGRAMME: ADVICE

Thursday 15 August (pm)

RETURN TO YEAR 13

Thursday 5 September

(Ensure you bring your 2019/20 Sixth Form student planner)