



16 May 2018

Dear Parents/Carers

### **IMPORTANT – Year 11 Information**

The next few weeks are very busy for our Year 11 students. With this in mind, I would like to outline a number of arrangements below to ensure that they are fully briefed.

#### **Year 11 Study Arrangements**

Study Leave for our Year 11 students will start as of 13th June 2018. This means the final day of formal study in school for Year 11 will be Tuesday 12th June 2018.

Before the students commence their study leave, there will be timetables provided for all students showing when exams are scheduled. Teachers will be able to offer ongoing support and guidance to students should they need it throughout the study leave period and lessons will continue to be offered should students wish to access continuous study support. I would remind all Year 11 students to sign in at reception should they wish to be on the school site at any time throughout the school day. Students must also **be in full uniform when attending the Academy for revision or examination purposes.**

We expect our Year 11 students to show maturity and responsibility during their study leave and examinations. We are very much looking forward to the end of year Prom where we can all celebrate together. I would not want to see anyone put their Prom place in jeopardy through poor behaviour in the coming weeks.

Can I please remind parents and carers that it is their responsibility to ensure that their young people use their study time responsibly, but should any support be required in procuring revision materials or guidance please do not hesitate to contact the member of staff for that subject or the Year 11 staff, Mrs Percival, Mr Price or Mr Sullivan.

In order that students do not miss out on their 'official leaving celebrations', there will be the traditional leaving event on the morning of Tuesday 12<sup>th</sup> June immediately after the Mathematics examination. This will be an informal reception starting at approximately 11.00 am where shirts may be signed and refreshments will be provided, followed by a formal leaving assembly which will start at 11.30am in the Main Hall. Students will be dismissed at the end of this assembly at approximately 12.15pm in order to begin their study leave.

**Students do need to wear school uniform on this day as they will be attending a formal examination.** Shirts can obviously be brought in for signing from 11.10 onwards. No form of fancy dress is allowed and students wearing this will be sent home to change.

#### **Exam Organisation**

All students must ensure that they arrive in plenty of time for **all** examinations. For morning examinations, we would expect students to be here by 8.45am and for afternoon examinations by 1.45pm.

To assist with this, we would like to invite all Year 11 pupils who are having a morning exam to have a free breakfast (Hot drink and toast) in preparation for their exams from 8:15 to 8:45 for the following exams:

Tuesday 22 <sup>nd</sup> May	English Literature
Thursday 24 <sup>th</sup> May	Mathematics
Friday 25 <sup>th</sup> May	English Literature
Monday 4 <sup>th</sup> June	History
Tuesday 5 <sup>th</sup> June	English Language
Thursday 7 <sup>th</sup> June	Mathematics
Friday 8 <sup>th</sup> June	English Language
Monday 11 <sup>th</sup> June	Biology

Tuesday 12 <sup>th</sup> June	Mathematics
Wednesday 13 <sup>th</sup> June	Chemistry
Friday 15 <sup>th</sup> June	Physics
Monday 18 <sup>th</sup> June	Citizenship

### **Prom 2017-18**

As you are aware this year's Year Eleven Prom is being held on Friday 29<sup>th</sup> June 2018 at The Forest of Arden Hotel.

The Prom is a celebration of your child's time at Park Hall and a reward for your child's hard work, positive behaviour, good attendance and punctuality in Year Eleven.

To recognise those students who work the hardest throughout Year Eleven, the Academy will pay for your child's ticket if they are in the top 10% for their attendance, punctuality and positive behaviour points

The cost of the Prom is £39.00. This includes transport from the Academy to the hotel venue and hot buffet. Full Payment of £39.00 needs to be paid by **Friday 25<sup>th</sup> May 2018**. If you do not have access to the Parent Pay system and would rather pay by the Parent Pay Card, please ask your son / daughter to collect a bar coded letter from reception.

If your child is eligible for the free ticket and you have already paid, a refund will be arranged.

A compulsory medical consent form needs to be completed and returned to your son/daughter's Head of Year Mrs Percival by Monday 11<sup>th</sup> June 2018.

All pupils will need to arrive at Park Hall Academy from 6.00pm, for coaches to leave promptly for the venue at 6.45pm.

Parents are welcome at the Academy to watch their son/daughter arrive and to take photographs if they wish to do so. **However, please note that each student has been allocated 5 admission tickets which allows access the school site, admission to the school grounds will be refused if no ticket is produced.**

The Prom will finish at 11.00pm. Please note, transport for the pupils has only been arranged to the venue, **so alternative arrangements need to be made for pupils return journey.**

If you have any questions about the Prom, please do not hesitate to contact your son/daughter's Head of Year, Mrs Percival, on 0121 748 0432

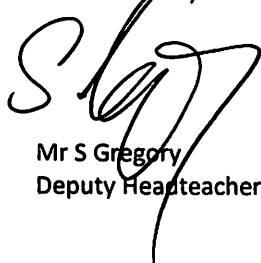
### **Uniform Donation**

I would like to ask parents and carers to support us in continuing our high standards of uniform in years to come by donating any unwanted items of uniform. On their last exam, with parental permission, students can donate their ties and/or blazers back to the Academy in exchange for some confectionary. This would allow us to maintain high levels of spare uniform to help any student who may find themselves temporarily without items. I thank anyone who supports us with this.

We have published these details ahead of time as we feel this year group have the maturity to respond positively in their last few weeks. **However, any sign of poor behaviour or non-attendance to lessons will mean that the study leave for those individuals may start immediately and they may not be permitted to attend the Prom.** We very much want this to be a positive occasion and expect Year 11 to respond appropriately.

If you have any further queries regarding the study leave arrangements, please contact your son or daughter's Head of Year, Mrs Percival or Mr Price at the Academy and in the meantime, may I wish all our Year 11 students all the very best of luck for the forthcoming examination period.

Yours faithfully



Mr S Gregory  
Deputy Headteacher