

12th April 2019

Dear Parent/Carer

Re: May/June 2019 Examination Series

Your child has been entered into the above examination series.

As you will see from the exam timetable all students have exams throughout the May holiday. Students will be provided with a complimentary breakfast served at 8.00am for morning exams and lunch at 12.00pm for afternoon exams. All students must be in full school uniform or normal business dress for Year 13 students.

In term 5 all students are required to attend the school throughout the examination period, where they will work through a programme of revision and examination preparation. During this period timetables will be adjusted to ensure the most effective use of the student's time. On completion of their examinations and all controlled assessments, students are required to be "signed off" and instructed of their next steps by the Senior Leader responsible for examinations.

Please also read then enclosed letter regarding your child's legal name.

Enclosed is information regarding the exams:

- Examination Timetable
- Exam Booklet
- Confirmation of legal name letter

The cost of exams to the school is high and therefore, if any student is not able to attend an examination a medical certificate must be provided and is essential. Full details are provided in the enclosed exam booklet.

If a student is unable to attend school on the day of an examination please contact the school before 8.00am and speak to the senior member of staff on duty.

If you have any questions please contact Mrs Arnold at larnold@corbytechnicalschool.org or on 01536 213100.

Yours sincerely,



Mrs A Reynolds
Principal