



18 May 2015

Dear Parent(s)/Carer(s),

As you are aware we have two assessment weeks during the school year, the second of which begins after half term from 4<sup>th</sup> – 11<sup>th</sup> June. The majority of subjects will have an assessment, some of which will be practical and will take place during normal lesson times.

These assessments are important and students should prepare appropriately by revising for every subject; it is useful to plan a revision timetable putting aside some time every day for revision.

As part of their study support, every student received a session to give them key revision information and to help plan their revision timetable. As part of this they received:

- A copy of their assessment timetable
- A copy of a section from their revision skills booklet
- Blank weekly revision timetables
- A copy of all of the topics that they will be assessed on with revision ideas from each subject.

All the above resources are available on the school website: look at the study support tab and choose 'Revision Centre'. It is important to note that students will have time in lessons during the school day, their study support sessions and their usual homework time for revision. Their revision time should not greatly exceed the expected amount of time spent on homework in a normal week.

You can support your child in the next few weeks by ensuring that:

- They plan and follow a revision timetable. Make sure they revise for each subject over the course of a week and spend some time every day revising. Little and often is the most effective technique.
- They locate and use the free copies of revision guides in English, maths and science they were given in January.
- They know when and where their assessments will take place.
- They are on time for school and have the right equipment (pen, pencil, calculator, ruler, highlighter, pens etc. in a clear pencil case or bag)
- They speak to their teachers to clarify anything they are unsure about or if they are feeling anxious well in advance of the assessment.
- They understand the need for the highest standards of behaviour during the assessments. Poor behaviour will not be accepted and appropriate sanctions will be given if necessary.

We would like to wish all of our students every success in this assessment period and are confident that, with thorough preparation, they will fulfil their impressive potential.

Yours faithfully,

Mrs J Brown  
Head of School