



Wednesday 8th June 2022

Dear Parent/Carer

Year 11 GCSE Examinations

As we approach the half-way point of the GCSE Examination period, I write to inform you of some changes in the way the timetable will operate for the remainder of exam period for our Year 11 pupils.

We have been really pleased with the commitment pupils have shown so far during the exam period, but as pupils start to finish certain subjects, now is the right time to personalise each pupils' timetable to reflect when they should be in school, and when they are able to study independently at home.

On Wednesday 8th June, each pupil will be given a personalised timetable for the remaining 2 weeks of the exam period. This will feature a combination of the following:

- Normal timetabled lessons for subjects in which they still have an exam.
- Masterclasses – these are special lessons delivered by specialist subject teachers in preparation for exams they may have in the coming days.
- Independent study at home – this will provide an opportunity for pupils to prepare themselves at home for upcoming exams.

If, during an independent study period at home, pupils would still like to attend and study in school, we will ensure there is a supervised space where pupils are able to do this.

When pupils arrive to school, they should sign in through the pupil reception and go straight to the room where the masterclass, exam briefing, or lesson is taking place. Once pupils have finished their lesson or exam, they should sign out at pupil reception and go straight home.



Pupils are expected to continue to follow the behaviour for learning policy when they are in school. This includes:

- No mobile phones should be seen or used.
- Full school uniform should still be worn at all times.
- Jewellery expectations should be followed.
- Pupils should go straight to the venue in which their lesson or exam is taking place and leave the school site straight after if they no longer have any lessons in school.

Pupils should continue to arrive to school at 8.40am if they have an exam in the morning and by 11.40am if they have an exam in the afternoon, for their exam briefings.

During this period, pupils are still able to get lunch in the normal way if they are in school.

If you have any questions regarding these changes, please contact the school through enquiries@ellisguilfordschool.org.uk.

Your sincerely,

Mr Fugill

Vice Principal