

October 2016

Dear Parents/Carers

GCSE Preparation Week

The Year 11 mock examinations will take place from Monday 12 December until Tuesday 20 December. I have attached a copy of the examination timetable and a copy has also been displayed on the Fullbrook website. Normal timetables will be suspended for this period and students will only be expected to be on site when they have an examination or coursework session. Students will be informed which coursework session they should attend. If your child has a clash with an examination and coursework session, he/she must attend the examination.

Students MUST:

- Arrive **30 minutes** before the start of an examination and **15 minutes** before the start of a coursework session.
- Wear correct school uniform.
- Arrive with the correct equipment - students will not be loaned any equipment. Students must write in **BLACK** pen for their examinations.
- Bring lunch and snacks to school as their breaks may be different to the opening times of the school restaurant.

Examination rules:

- Students are **NOT** permitted to take any coats, bags, scarves or mobile phones into the examination hall – these must be left at home or placed in student's lockers before the examination begins. There will be no other facility in school to store any student's belongings.
- Students who behave in an unacceptable way will be removed from the examination and they will fail.
- If your child is going to be absent through illness, please phone to report his/her absence using the absence line.

If you have any further queries or concerns, please do not hesitate to contact Mrs Garn in the examination office or me.

Consultation Evening

Your son/daughter will receive his/her mock examination results after Christmas via his/her teachers during lessons. Appointments for Parents Evening on 19 January 2017 can be made between Tuesday 10 January and Tuesday 17 January.

Year 11 Prom

Prom will take place on Friday 23 June 2017. An invitation to the Prom is a reward for Year 11 students who meet our expectations in terms of their work and behaviour. I very much hope that every student who wishes to attend the Prom can do so.

I have explained clearly to students the circumstances under which they will receive a Prom strike (see enclosed) and that three strikes will result in a Prom ban on the third strike.

The school has a small fund to support families for whom the cost of the Prom is causing difficulty. If this affects you please contact Mrs A Turner.

Other useful dates:

INSET day: Wednesday 21 December 2016
Christmas holidays: Thursday 22 December 2016 – return to school Tuesday 3 January 2017
Pre Prom Concert: Wednesday 8 February 2017

Yours faithfully



Mr J Baker
Head of Learning Year 11