



## HECKMONDWIKE GRAMMAR SCHOOL

RGT/JDN

1 May 2025

Dear Y11 Students, Parents & Carers,

I am writing to you regarding the summer examinations in May & June 2025. Students will have already received their skeleton timetable of when their examinations will take place to allow them to plan their revision in the coming weeks. A more detailed timetable, including seat numbers, will be sent out closer to the time. When we send out the timetables, we will also include a document called "External Examination Information for Candidates," and it is vitally important that all students read and understand its contents.

### Y11 Last Full Day in School

Students will remain in school during the start of the examinations to allow us to provide appropriate support at this crucial time. The final full day in school for Year 11 will be Friday, 23 May. However, there is one exam on that day in the morning, so we must ensure that this remains the focus. There has been a long-standing tradition at HGS that Year 11 students "modify" their uniform on their last day, and further details will be given in due course. However, because there is an English exam on this day, all students should attend school wearing their uniform in the correct and usual manner and will only be allowed to modify their uniform after the examination is completed. Any additional items that students want to add to their uniform should be brought with them and stored in their lockers until break time. Once students have completed the examination, we will celebrate their time at HGS with assemblies and other exciting activities and events, as they begin, in most cases, to look forward to their time in our Sixth Form.

### Y11 Study Leave

After half-term, exams begin again on Monday, 2 June, and students will only be required to attend school for their examinations. This will mark the start of their "study leave."

In this event, there will be three possible scenarios for examinations:

- **Morning Exam Only:** Students need to arrive at school at the usual time through the usual student entrance in the junior yard and make their way to the SCR. Once the exam is completed, they will be free to leave the premises via reception. A room will be made available for those who wish to remain in school to study. They must ensure they sign the register in the study room. If students choose to stay and study, they will not be allowed to continually leave and enter the

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Headteacher: Mr P Roberts

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school building or wander around the school. They should remain in the allocated study rooms and will be allowed to use the SCR Canteen for lunch.

- **Afternoon Exam Only:** Students need to arrive at school at 12:45 PM at the earliest via reception and wait in the SCR. If students who have an exam in the afternoon can only arrive in the morning due to transport issues, they must arrive at the main school reception, sign in, and go to the allocated study room. They will not be allowed to continually leave and enter the school building once they have signed in and will not be allowed to wander around the school. Once the afternoon exam is completed, they will be free to leave the premises via the usual exits.
- **Morning and Afternoon Exam:** Students need to arrive at school in the morning at the usual time through the usual student entrance in the junior yard and wait in the SCR. Once the morning exam is completed, they can either:
  - Leave site and remain off-site until the afternoon exam starts. They should return to reception at 12:45 PM at the earliest. If students leave, they will only be able to access the catering service from 12:45 PM and will not be allowed to continually leave and enter the building.
  - Remain on-site and go to the study room, signing in as explained above. They will be able to access the catering service at 12:20 PM.

For all exams, students must be in full uniform and must bring their lanyard.

### Contingency Days

Each year, the Joint Council for Qualifications (JCQ) designates several days on which they can reschedule examinations should the need arise. On these days, students need to be available for any exam if it is re-scheduled. While it is rare for these days to be used, it is important to note that if an exam is rescheduled for these times, students must attend; otherwise, they will score zero for the exam. These days and times are as follows:

- Wednesday, 11 June 2025 (PM)
- Wednesday, 25 June 2025 (Full Day)

### Exam Results

Exam results will be released on Thursday, 21 August, at 8 AM. Students and parents are invited into school to collect their results from this time. In addition to the usual celebrations, this day will also be our Sixth Form enrolment day. After collecting their results, students will have the opportunity to enrol for their post-16 studies at HGS.

### HGS Sixth Form

I wanted to take a moment to share some important details regarding your transition into the Sixth Form. We are excited to welcome you all as part of our Sixth Form community and look forward to the opportunities and experiences that lie ahead.

As part of the enrolment process, we will be organising a team-building enrichment trip for all Sixth Form students to Go-Ape on **Friday 5 September**, during the first week of term. This trip is

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an integral part of the Sixth Form experience, allowing students to bond with their peers, engage in team-building activities, and prepare for the year ahead.

A contribution of **£50** will be required to cover the cost of the trip. For parents who would like to pay in advance, the payment option will be available on **ParentPay** now, so you can manage this ahead of time. While payment will be part of the enrolment process, further details about the trip, including specific arrangements, will be shared during the **Sixth Form Experience Day** on **Monday 30 June** and again before enrolment begins, so there's no immediate need to worry about the details just yet.

We understand that some families may find it challenging to cover additional costs at this time. Please be assured that if your child is eligible for **Free School Meals (FSM)** or **Pupil Premium (PP)** funding, the cost of the trip will be fully covered. We are committed to ensuring that all students have the opportunity to participate, regardless of financial circumstances. If you have any concerns about the cost, please do not hesitate to contact us in confidence.

We are excited to offer this opportunity as part of the Sixth Form experience and are confident it will provide a great foundation for the year ahead.

May I take this opportunity to wish all our students the very best of luck in their exams. I know they will work hard for them.



Mr Richard Tipler  
Deputy Headteacher