

16th December 2011

Dear Parent/Carer

Arrangements for Y12 Study Leave and Residential Week 2012

Lent Term begins on Wednesday 4th of January 2012 and all students are expected to attend. This will be particularly important for students who are about to take their first AS examinations as lessons will be focused upon ensuring that they are well prepared for tests that are significantly more challenging than those at GCSE.

During the examination period, students may take study leave during the afternoon prior to a morning examination, and in the morning before an afternoon session. They must ensure that they have informed teachers that they will not be present in any timetabled lessons. Study leave applies only to public examinations and is not given prior to internal mocks.

During Residential Week, students who still have public examinations pending may take the time as study leave. Students with no examinations or who have completed their examinations are expected to be in school. An exception to this is where a student has arranged work experience to back up a future application for higher education, employment or training. The school should be provided with written evidence of the placement, such as a letter of acceptance, so that the absence may be authorised. Additional shifts at an existing part-time job will not be authorised.

Uniform

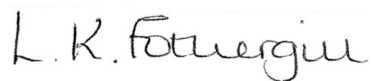
Throughout the year, students coming in to school for lessons or public examinations should be in correct Sixth Form uniform (see the student planner for details). Uniform worn should be smart and business like; jeans or leggings should not be worn.

Please note that students whose uniform is not suitable will be offered alternative clothes to wear, or will be sent home to get changed.

Students coming in to participate in activities during Residential Week are required to be in uniform.

If you have any questions regarding the information in this letter, or about any other aspect of St Nicholas' Sixth Form, please do not hesitate to get in touch with me or the Acting Head of Sixth Form, Mrs C. McKeagney.

Yours sincerely



Dr L. K. Fothergill (Head of Year 12)