

Mayfield Grammar School Gravesend

A Specialist Science and Language College
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Headteacher: Mrs E Wilson B.A. (Hons)

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1914 - 2014

April 2019

Dear Parents and Carers,

YEAR 12 HOME STUDY ARRANGEMENTS AND RESULTS INFORMATION

It has been agreed that Home Study for Year 12 will start on **Monday 13th May**. External and internal examinations will run up to and include Friday 24th May with **students returning on Monday 3rd June**.

During the examination period, students are only expected in school outside of examinations if they have not been granted home study or wish to study in school. They must sign in and out to comply with health and safety regulations. Students do not have to register when they have an examination but they must be fully aware of the days and times when they have examinations. They must ensure that they are in school at least **30 minutes** before an examination begins. This will give them a chance to settle themselves and check that no alterations have been made to the instructions they have already been given. Please note **all students should dress in accordance with the Sixth Form Dress Code** for all examinations, and they may be turned away if not properly dressed.

If there is a problem over an examination, for example, illness, then it is essential that Ms Everden is made aware as early as possible by telephoning the school. Ms Everden can be contacted on 01474 369643. At the earliest opportunity, a medical certificate must be given to Ms Everden so that the relevant Examination Board can be informed. They will make no allowances without a medical certificate. If students wish to come in to school to study, arrangements can be made, but they must inform someone that they are in school, by signing-in at the main office. This is essential for health and safety reasons.

During this period both internal and external examinations will be sat. We consider both to be equally important and **UCAS predicted grades will be based on both internal and external results**. Students are expected to apply themselves fully to both. If we have any concerns after the internal examination period is complete, we will invite both the student and their parents in to discuss the situation. **Any student who is more than two grades adrift from their target in any subject will be asked to prepare for and resit that examination in September on one of the two staff developments days before the start of term**. Details will be confirmed nearer the time.

Once the students return they will be continuing studies towards their A Levels; **students must attend all lessons in all subjects until the end of Term 6**.



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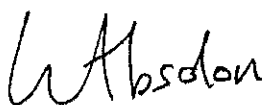


On their return to school, students will also be making a start on their **EPQ (Extended Project Qualification)**. This is equivalent to an AS qualification and therefore gains UCAS points needed for entry to university. The research and independent learning skills gained through this project are vital for all students going on to higher education and are also seen as a major advantage to employers. Students will have a member of staff as a supervisor, with whom they will meet regularly and some of their subject lesson time will be used to assist in the process. They have already been advised about selecting a topic relevant to their interests and needs. Additional time will be used from the General Lecture and Prep programmes to provide them with the guidance they need.

Results of the AS examinations will be published on **Thursday 15th August**, and students have been told of the arrangements for their collection. The school will be open between **8am and 10.30am**. AS examinations are graded as for the full A Level, from A to E, with a U grade if the qualification has not been passed.

If you wish to discuss any of these arrangements please contact Miss Kemp (Learning Leader for Year 12) and also please return the reply slip to your relevant tutor by **Friday 3rd May**. **Home study will only be granted if the reply slip is returned, all unexplained absences are cleared, the Extended Learning Record is completed and subject staff are happy with your daughter's/son's progress thus far.**

Yours sincerely,



Mrs L Absolon
Head of Sixth Form

Year 12 Home Study Dates and Results Information 2019

To: Year 12 Tutor, Mayfield Grammar School, Gravesend, by Wednesday 3rd May

I/We acknowledge receipt of the above letter and understand the arrangements and conditions stated.

Signed: Date:
(Parent/Carer)

Student's Name:

Tutor group: