

Our Ref: JS/JB

Date: April 2017

Dear Parent / Carer / Student

Re: Year 12 students

I am writing to inform you of the arrangements leading up to the end of the academic year at Outwood Post 16 Centre:-

- Year 12 guidance sessions will take place up to and including Monday 24th April. Guidance sessions cease during the examination season and recommence on Monday 12th June at 9.25am.
- Students are expected to attend all lessons on their timetable for each subject until they have taken all their examinations in that subject.
- All students will return on Monday 12th June 2017 to commence their A2 studies. Lessons will begin at 9.25am, with Guidance being the first lesson. Students are expected to attend all lessons, following their current timetable.
- If a student, who is studying 4 subjects, is 100% sure of the subject they have decided not to take through to A2, they will need to see their Learning Manager to complete the form to formally withdraw from that subject. If a student is not sure, or is studying 3 subjects, they **must** continue to attend all lessons.
- Any student who takes the decision to withdraw from a subject in June/July will not be able to recommence the A2 course in September, following their AS results, as they will have missed 6 weeks of teaching and this content is not repeated in September.
- All Year 12 students will attend the Higher Education Exhibition in Sheffield on Friday 16th June 2017.
- There will be a Higher Education information event at the Centre in June 2017 for all Year 12 students and their parents/carers.
- The last day of term is Friday 21st July, with lessons finishing at the normal time of 2.30pm.
- AS / A Level results will be available from the Centre on Thursday 17th August 2017 and GCSE results (for those re-sitting English or maths) will be available on Thursday 24th August 2017. Centre staff will be available on Thursday 17th and Friday 18th August to counsel and advise students whose examination results are raising concerns. Detailed information regarding results day will be issued nearer the time.

Please do not hesitate to contact the Centre if you have any questions regarding the above information.

Yours sincerely



Mrs Janette Shea
Head of Outwood Post 16 Centre

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