

Our Ref: JS/JB

Date: April 2019

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 29th April. Guidance sessions cease during the examination season and recommence on **Monday 3rd June at 9.25am (originally Monday 10th June 2019)**. **Please note this is an amended return date due to only one Year 12 examination taking place during week commencing 3rd June 2019.**
- 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 3rd June 2019** to continue with their A Level 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 the full A level, 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 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 21st June 2019.
- The last day of term is Friday 19th July, with lessons finishing at the normal time of 2.30pm.
- AS / A Level results will be available from the Centre on Thursday 15th August 2019 and GCSE results (for those re-sitting English or maths) will be available on Thursday 22nd August 2019. Centre staff will be available on Thursday 15th and Friday 16^h 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