

The Latimer Arts College



‘Get Ready Latimer Learners...’

Year 11 Alternative Timetable 2019:
A guide for parents and carers

**Working in partnership to secure
success for all!**

Contents

As we approach the commencement of GCSE examinations, the following information will help you to support your child through their examination period:

- Year 11 Alternative Timetable: A Guide for Parents/Carers (this document)
- Year 11 Alternative Timetable: Weekly Overviews (on our College website)
- Examination Regulations (on our College website)

Please note – students have a personalised Alternative Timetable each. What is attached on the website is generic to all students.

Should you need any further information, please do not hesitate to contact your child's form tutor.

All of the staff at The Latimer Arts College would like to take this opportunity to wish our students all the best for their examinations.

Overview

Year 11 students will follow an alternative timetable from Monday 13th May to Friday 14th June (Monday 17th June for GCSE Further Maths students). This alternative timetable is **compulsory** and students must attend all sessions as scheduled. Please ensure that holidays are not booked prior to the end of the examination season.

NB: Please be aware that if a student has applied for a Sixth Form place, induction lessons in the subjects that they have chosen will take place once GCSE examinations are completed. More details will be provided shortly on this.

The purpose of this alternative timetable is to provide an effective, personalised provision for each student in order to fully prepare them for their GCSE examinations. To do this we will:

- Continue to deliver normal lessons as long as the timetable will reasonably permit;
- Offer targeted revision sessions;
- Offer pre-examination briefing sessions;
- Allow Home Study where it is sensible and beneficial to do so;
- Provide Study Rooms for those students who wish to remain in College between exam and revision sessions.

On the whole, the normal timetable will continue until Friday 10th May. As a result of this, there may be some lessons that your child attends where they have completed their studies and examinations in that subject. In these instances, students must bring suitable revision material for other subjects with them. Students will not be permitted to leave this lesson to go to another subject area.

GCSE Examinations (Red)

- All examinations are marked in red on the enclosed timetable. Your child will be given a personalised examination timetable. **Please ensure that your child is clear which examinations they are entered for and when/where they are.**
- Morning examinations will start at 8.30am and afternoon examinations at 1.15pm. Students must arrive at the appropriate examination venue at least 10 minutes before the start of an examination.
- A daily text alert will be sent to parents giving 24 hours' notice of exams.

- Students must wear full College uniform for the duration of the examination period. Please ensure that mobile phones are left at home as a student may be disqualified from an examination if their mobile phone sounds or is found to be on their person during an examination.
- Students need to be fully equipped. In particular, please ensure that they have calculators for their Maths and Science examinations.

We must inform you that any student who breaches examination regulations will be removed from the examination room immediately. A malpractice form will be completed and sent to the examination board and may result in disqualification from that particular examination and all further examinations that the student is entered for with that examination board.

In addition to this, the College will make that student a private candidate for the remaining examinations, an administration fee will be applied for each examination and that student will not be permitted to attend the Year 11 Celebration Assembly or Prom.

Normal lessons and Personalised revision

Where possible, and where it is beneficial, normal Year 11 lessons will continue to run. There are some instances (e.g. BTECs and Art) where students will still attend the lesson even though they have completed the course and finished exams. Students need to take revision materials for other subjects to the lesson where they will undertake supervised personalised revision.

Revision Sessions (Yellow)

Where it is relevant and beneficial to do so, targeted revision sessions will be provided for individual subjects. Students must attend these sessions as they are designed to keep them primed for their exam.

Briefing Sessions: Breakfast Briefing 8.00 – 8.20am/Lunch Briefing 12.45 – 1.05pm (Blue)

- All subjects are running briefing sessions prior to GCSE examinations and these are marked in blue.
- These briefing sessions are extremely successful and we strongly urge you to ensure that your child attends.
- The aim is to ensure that students are focussed and ready for the examination that they are about to sit. Staff will provide students with final tips relevant to each subject and students will have an opportunity to have clarified any final questions that they may have.
- Water and a healthy snack will be offered to students at these briefings.

Home Study/Study Rooms

- There are occasions when home study will be permitted. This is indicated on the enclosed timetable. Should students not be required in an examination, lesson or revision session, they are permitted to study at home.
- There are also some occasions when students will be permitted to arrive late or leave early.

- It is important that students who are electing to study at home at the permitted times leave the College site immediately following the completion of a revision session or examination. For fire register purposes, unless students are in a timetabled session or allocated study room, we will assume that they are not on site. Your support with reinforcing this to your child would be greatly appreciated.

BTECs

In order to earn home study, all BTEC coursework **MUST** be completed to a standard that satisfies the teacher. Where coursework is not finished, students are expected to be in school completing any outstanding work. In this case, home study will not be permitted. Any student who still has coursework outstanding by the end of the examination period will not be permitted to attend the Celebration Assembly or the Prom.