

John Masefield High School and Sixth Form Centre

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Headteacher:

Andrew Evans BSc MA

Deputy Headteacher:

Andy Collard BA



March 2017

Dear Sixth Form students (parents/carers)

SUMMER EXAM TIMETABLE

Enclosed is a list of the entries for the summer 2017 examination season for your son/daughter so you are aware of the dates.

- Please note the relevant dates of all exams that your son or daughter is due to sit as we reserve the right to seek reimbursement from candidates who fail to sit an examination or meet the necessary coursework requirements.
- Students must check their timetable includes entries for ALL modules for all of the subjects that they are studying. *NB: the timetable will only show entries for formal written examinations; coursework and oral examinations are not shown and exact timings for these will be given by the subject teacher.*
- Students must ensure that they arrive at the exam venue at least 15 minutes before the start time of the exam with the appropriate equipment. Students will also need to arrange suitable travel arrangements where exams finish after normal school hours.

Please return the sheet to Mrs Arlott, Sixth Form Student Support with any errors or omissions highlighted by no later than **Friday 23 March 2017**.

Throughout the summer 2017 exam season, examination information will also be posted on the school's website: <http://www.jmhs.hereford.sch.uk/>.

Study leave

Students will be granted study leave from Friday 26 May (from P3) following a Leavers' brunch (10am-11.15am); *students studying BTEC/ICT courses are required to attend all lessons (unless they are in an exam until the teacher confirms they have completed the course)*. If students have any query, they must speak to their Mentor. Please see separate guidance notes and points for students to consider.

May I take this opportunity to wish students every success in their forthcoming exams. If you have any queries, please do not hesitate to contact me.

Yours sincerely

M Hawksworth

Head of Sixth Form / Assistant Headteacher

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