



8th May 2017

Dear Parent/Guardian,

We hope that exam preparations are going well for your son/daughter.

In order to avoid confusion over the next few weeks, I want to outline the school's policy regarding attendance to lessons. There is no study leave for Year 13; students are to attend all lessons in all subject areas until they have sat the exams in those subjects. We understand that students with remaining exams will be unable to attend all lessons, but the expectation is that they continue to attend all lessons as usual on their timetable in order to receive support in revision from their teachers. Please call the attendance line if there are any mitigating circumstances.

After the exams, we will be holding a leavers' assembly for which all students should be dressed in formal uniform. This will take place on 29th June at 8.45am-10am; all parents are invited to attend. The Summer Ball will take place on the same day commencing at 7pm and finishing at 11pm. The venue for the Summer Ball is the Chepstow Racecourse. Students can purchase tickets from the school reception.

Students have been issued, via form tutors, with examination timetables. Any students who missed registration recently must see Mrs Watkins in the exams office to check their exam timetables as well as any special access arrangements. A reminder, too, that the exams notice board must be checked every day during the exam period in order for students to gain information about rooming, times and so on. Students must arrive at least half an hour prior to the start of their exam in order to address any queries that may occur. This is particularly important for students with entitlements such as extra time/laptops as we need to ensure that correct provision is in place.

Finally, information regarding results day will be sent out in a few weeks' time.

I wish your son/daughter the very best of luck for the forthcoming examinations.

Kind regards

Tony Price
Deputy Headteacher



Chepstow **School**
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