



30<sup>th</sup> April 2019

LFB/LMA/P16-22

Dear Parent/Carer

## **Re: Year 12 Summer Arrangements**

Modules 5 and 6 are busy for Year 12 students, so I am writing to inform you of key dates and events that are coming up.

### **Post-18 Options Briefing for Parents and Carers**

Throughout Module 5, Year 12 students are receiving guidance in Thursday Briefings on each of the options available to them after the conclusion of Year 13. They are learning about employment, apprenticeships, gap years and university study. It is hoped that they will finish Year 12 with a clear idea of which option suits them and a clear idea of what they need to do to achieve their goal. I would like you to also feel knowledgeable and able to offer support, so I would like to invite you to attend a **Parents and Carers Briefing on Tuesday 21<sup>st</sup> May from 6.30p.m. - 8.00p.m. in the Lecture Theatre**. Please complete the reply slip at the end of this letter to indicate whether you will be attending and return it to Lucy Maxwell at Post-16 Reception.

### **Internal Examination Week and Reading Week**

There will be an internal examination and reading week from **Wednesday 26<sup>th</sup> June** until **Wednesday 3<sup>rd</sup> July**. They will return to lessons on **Thursday 4<sup>th</sup> July**. Subjects in which students have taken external public examinations will set required reading to be undertaken during that week. Subjects in which no external public examinations have been taken will set internal examinations, which will take place in students' usual classrooms. Students will only attend the Academy when they have an internal examination. The dates for these examinations are as follows:

**Thursday 27<sup>th</sup> June** - Periods 4 and 5 (12:30p.m. – 3:15p.m.): Block A subjects (Product Design, Psychology IB and Biology).

**Friday 28<sup>th</sup> June** - Periods 1 and 2 (8:30a.m. – 10:30a.m.): Block D subjects (Global Politics, Psychology A, Computer Science, French, Chemistry, Economics, Applied Science and Engineering).

**Friday 28<sup>th</sup> June** - Periods 4 and 5: Block C subjects (English Literature, Social and Cultural Anthropology, Spanish and Physics).

**Monday 1<sup>st</sup> July** - Periods 4 and 5: Block B subjects (Business Management, History, Mathematical Studies IB and Mathematics A).

Please support your child by encouraging them to revise for their examinations thoroughly, making sure they eat and sleep well during that week and ensuring they attend all of their examinations. If your child cannot attend an examination for medical or emergency reasons, we will need a doctor's note or email/letter from you to explain the absence. These should be directed to Lucy Maxwell at Post-16 Reception, who can be phoned on 01322 620439 or emailed at [lucy.maxwell@leighacademy.org.uk](mailto:lucy.maxwell@leighacademy.org.uk). Failure to provide these will result in a U grade being awarded for that subject. Since morning examinations will start at 8.30a.m., students will need to register with their subject teacher in the examination room at 8.20a.m.

Green Street Green Road  
Dartford, Kent, DA1 1QE  
T: 01322 620400  
F: 01322 620401  
[info@leighacademy.org.uk](mailto:info@leighacademy.org.uk)  
[www.leighacademy.org.uk](http://www.leighacademy.org.uk)

Principal: Mrs Julia Collins



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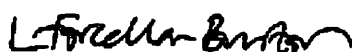
Registered Office: Green Street Green Road,  
Dartford, Kent, DA1 1QE

Afternoon examinations will start at 1.15p.m., so students will need to register with their subject teacher in the examination room at 1.05p.m. When students are not required to be on site for an examination, they should be revising at home.

**End of Year arrangements and arrangements for collecting public examination results**

Year 12 students will finish the academic year on **Tuesday 16<sup>th</sup> July**, if they are completely up-to-date with school work. Students with work still to complete may be asked to attend until Friday 19<sup>th</sup> July. External public examination results will be released to Year 12 students on **Thursday 15<sup>th</sup> August from 10.30a.m.** Students who have not achieved at least the equivalent to a D grade at AS level in either external or internal academic examinations will be re-examined in Module 1 to ensure that they are on track to pass the two-year course. If students have not achieved at least a Pass in external vocational examinations, they will take compulsory resit external examinations in January 2020. Each student's situation will be carefully considered, on a case by case basis, taking into account the factors that have contributed to the grades achieved. As the majority of courses are now two years in duration, it is vital that we make sure that all students start Year 13 on a pathway on which they can succeed next year.

Yours sincerely



Mr Lee Forcella-Burton  
Director of Post-16

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**THE LEIGH ACADEMY**

**Please return to Lucy Maxwell at Post-16 Reception by Friday 10<sup>th</sup> May 2019**

I/We will/will not be able to attend the Year 12 Parent Carer Post-18 Options briefing on Tuesday 21<sup>st</sup> May 2019.

Number of parents/carers attending: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent/Carer

Student's Name: \_\_\_\_\_ Tutor Group: \_\_\_\_\_