

# COLYTON GRAMMAR SCHOOL

Colyford, Colyton, Devon, EX24 6HN



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March 2017

Dear Parent/Guardian

## Year 11 Examinations – Leave of Absence

All Year 11 students will have internal examinations during the period Monday 24 April – Friday 28 April 2017. These examinations are an important way of establishing how well students have adapted to the demands of sixth form study, giving them an experience of the assessment they will face in external examinations in the future, as well as helping them to assess their performance and set goals. During this internal examination week, we will expect students to be in school at the normal times and they will be expected in lessons at times during this week when they do not have exams.

For students sitting the two A/S-Level Critical Thinking modules and/or the two A/S-Level General Studies modules please note the following dates:

**Critical Thinking unit 1 - Thursday 18 May (1.00pm)**  
**Critical Thinking unit 2 - Friday 26 May (1.00pm)**  
**General Studies unit 1 - Monday 5 June (1.00pm)**  
**General Studies unit 2 - Wednesday 7 June (1.00pm)**

The details of leave of absence for the Critical Thinking and General Studies examinations are as follows:

Students have leave of absence for the day preceding the examination and for the morning of the examination day. Please note that for an examination taking place on a Monday, leave of absence is **not** granted for the preceding Friday.

Students have been encouraged to plan their revision systematically for both internal and external examinations. School uniform must be worn for all examinations and on all other occasions when students visit school during leave of absence.

I should be grateful if you would sign and return the attached reply slip by Friday 24 March 2017.

Yours faithfully

Mr Simon Smith  
Head of Sixth Form

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**Please return to your Tutor by Friday 24 March 2017**

## Year 11 Examination Leave of Absence

Name of Student: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

I have received and read the letter relating to the examination arrangements.

Signed: \_\_\_\_\_ Parent/Guardian) Date: \_\_\_\_\_