



THE MOUNTBATTEN SCHOOL

RDT/MLC

6 June 2024

Dear Parent/Carer

Year 11: Exam and Last Day Arrangements – Follow up

We are writing to follow up on details of the arrangements over the exam period, following our letter to you before the half-term break. **We would very much appreciate your support of these arrangements**, which are designed to make the maximum use of the available weeks of the exam period and aid your child's success.

As mentioned in our previous letter, from Monday 3 June, **students will only need to attend the lessons for the subjects where exams are still to take place**, but students are allowed to revise at home at other times. We've made these arrangements because we think it's the best way to support your child's success and members of staff will have put in effort to make the lessons as productive and useful as possible. **Please could you support us in making sure your child not only attends the lessons for these subjects, but attends them on time.**

What if my child needs to be in school other than taking an exam or attending lessons?

In our previous letter, we mentioned the supervised study room we had provided for students who would prefer to revise in school rather than at home, or where it is not practical to go home in the time between two timetabled lessons which need to be attended. Details of where the study room can be found are [here](#).

Just a reminder that this room is provided for the benefit of all students, so students will be expected to use it for quiet study, NOT socialising, listening to music, or eating. Students need to be in full school uniform whenever they are on site, including when they are sitting an exam.

How will my child be registered when they are in school?

We take your child's safety very seriously, so it's vital we know when they are and aren't on site.

Students will be on site for three reasons:

- Sitting an exam – the exam register will be taken;
- Attending a timetabled lesson – the normal class register will be taken;
- Working in the revision room – the teacher will take a register.

Year 11 students should not be anywhere else during lesson times. **Whenever your child leaves the school site, they MUST sign out at the Attendance Office.**

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Thank you in advance for your support. Once again, on behalf of the whole Mountbatten staff, we wish your child the very best, not just for their exams, but for life after Mountbatten.

Yours sincerely,

Rob Davenport (Mr)
Assistant Headteacher

Harry Stonehill (Mr)
Head of Year 11

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