



Exam Study Leave

Exam study leave begins the day prior to student's first exam and continue until the end of the Summer Term.

Please understand that the safety of students off site on Study Leave is not the School's responsibility.

There are a small number of students who would benefit from attending revision sessions in School during study leave and those identified will be sent a personalised letter after Easter. At all times they should still follow the general guidance within this letter.

During Study Leave, students are only expected to attend school for the following:

Examinations as the published GCSE/GCE timetable published and individual Examination Candidate Timetable (ECT) distributed via InTouch. There is also an overall generic exam timetable which can be found on the school website.

Students should not be on the School site unless sitting an exam, attending a revision session or by pre-arrangement with members of staff. Students who have exams with a short break in between may remain on School premises and revise quietly in a classroom provided, but must ensure that they have **signed in** at Pupil Reception. Students who have made arrangements to attend any revision sessions must also **sign in and out** at Pupil Reception and record where they will be. Whenever students are in School, they **must** wear **full school uniform**.

Students are not allowed to use any other rooms (Dining Room or Library included) for study.

We obviously expect students to maintain the School's high standards and remain co-operative during Study Leave and as such we reserve the right to withdraw Study Leave for any individuals who abuse the privilege, or fail to meet School or examination obligations. Therefore, we ask that students familiarise themselves with attached Study Leave guidelines.

Dress

Please note that, whenever you are in School, you must follow all **School Uniform Rules** regarding dress and jewellery.

Conduct and Behaviour

When out of School, you are expected to act responsibly and do nothing that creates unnecessary problems for members of staff or that brings discredit on yourself or the School.

Please see individual information on Year 11 and Sixth Form Study Leave.