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Dear Parents and Carers

### **Our thanks, some dates for your diary and advice about this final stage**

Sorry about the length of this letter, but there is much in it! I write for three reasons: to thank you for supporting your young person during their time at Thomas Tallis, to give you some key dates, and to clarify arrangements and our on-going support after the summer exam season finished.

Thank you for all that you have done to help your child succeed – please continue to support your child to reach their full potential, as will we. There is still time before the exams commence for students to make those vital final adjustments and tweaks to their readiness.

### **The Easter Revision Period: it is vital!**

Using the Easter break for further revision, timed exam practice, getting on top of deadlines, workbooks is an essential phase in the run-up to the start of exams next term and the completion of courses. The Easter break is not really a holiday for Year 13 students, but a thinking pause before the final weeks begin – we strongly recommend that each student in Year 13 spends a good portion of each day working through the topics in the revision timetable that we have supported them to make. 'Little, varied, and often' is the best approach to revision – and at this stage, most of the work undertaken should be exam-question focused. 'Output is better than input' is a useful slogan at this time of year.

There are some Easter revision sessions running and the timetable once finalised will be on the post-16 website.

### **Sixth form: official leaving date is 10 May**

This year the “official” leaving date is the 10 May **but all classes will continue to run as normal until the final exam in a subject.** Our Silent Study Area is open from 07:30 until 18:00 most days and a revision routine which alternates between study at home and

*inquisitive • collaborative • persistent • disciplined • imaginative*

study in school is generally very effective – the more different the locations in which revision is undertaken, the better. Teachers will run focused revision sessions in all of their lessons and the great majority of students find that this complements individual revision very well.

### **Key thing to note: Lessons continue after the official leaving date**

**For BTEC students**, lessons continue until all their teachers have signed them off as having completed the course and communicated this to you as the parent/carer. It is possible for focused students to finish well before July but some students may need to be in school well after the official leaving date to complete their submissions.

For A-Level students and re-take GCSE students lessons in each subject continue up until the last exam in this subject. Teachers will focus on exam techniques and exam preparation in their classes and such classes are a very useful adjunct to individual revision. Students must be in close communication with their subject teachers and getting the most from these lessons.

### **Leaving Assembly 10 May for students**

This is being held on Friday 10 May, Main Hall at 11:30 sharp to give tutors a chance to celebrate each of their tutor groups and for the year group to come together. Normal lessons 9-11a.m. prior to this vital and joyful leaving event.

### **Exams**

We wish all our students the very best of luck with these – but offer a reminder that luck is made by the revision processes described above.

### **Key action: your child must check that their exam timetable is correct**

All students were given their personalised exam schedules by their tutor on 20 March during the scheduled Tutorial session so that they could **check all entries are correct. Students must immediately inform the school** if an expected entry is missing. Please support the school in ensuring that this vital check is made. Students who were unwell during this Tutorial have had their personalised exam timetable posted home; students who were absent **must** collect it from their Tutor.

The exams are externally assessed this year and missing an exam means that the qualification is immediately failed. If an exam is missed due to illness, exam boards will offer an opportunity to retake in 2025.

Any separate rooming is displayed in all sixth form communal areas and if your child has any questions regarding these arrangements, please ask them to see Ms Ayisi our SEN and Exam Access co-ordinator.

### **Exam start times**

All morning exams begin at 09:00 **sharp**. All students should be in school at the very latest at 08:30 for a morning exam. All afternoon exams begin at 13:00 **sharp**. Students should be in school at the very latest at 12:30 for these. The assembly point prior to exams is the sixth form canteen fifteen minutes before the exam is due to start. Some subjects may speak with their classes directly before an exam and this will be arranged separately.

### **Exam Equipment**

All students require the following equipment for exams.

- A clear/see through pencil case (JCQ rules)
- Black Ink Pen or Biro (**not** a gel-based pen - these are not allowed under JCQ rules)
- Pencil
- Ruler
- Rubber
- Calculator (where they are doing exams that require a calculator)

Water bottles must be clear/see through with no wrapper on them (JCQ rules).

Students may not wear a watch (JCQ rules); there are both digital and analogue clocks in all venues.

### **Invitation: Tallis Leaving Ceremony for students/parents/carers Friday 5 July**

This will take place on Friday 5 July, and weather permitting we are hoping to hold this outside. You are invited. Please come! We will aim for a prompt start at 18:30. We look

forward to seeing you and your child at this lovely event. Photos, fizz, fun, some awards and lots of goodbyes and memories.

### **PROM - Student Leaving Party 4 July, Lower Deck University of Greenwich**

This event for students has been organised via Student Voice. Tickets are £20 and are on sale from 17 April until 10 May. Please note: they cannot be bought on the night of the event. Venue: Lower Deck, Greenwich University SE10 9LS. Time: 19:00 – 23:45

### **Collection of results on Results Day, Thursday 15 August, Main Canteen 10 a.m. onwards**

We can only give results directly to a child. Results will be available in the Main Canteen from 10:00 on Results Day. If your child plans not to be in the country to collect their results, they must arrange with Ms Noakes our Exams Officer for the results to be emailed to them. [exams@thomastallis.org.uk](mailto:exams@thomastallis.org.uk) is the email to use.

### **Clearing and Adjustment advice on Results Day, Thursday 15 August from 08:30 onwards**

Tallis will be open from 08:30 **ONLY for students who need to enter Clearing or Adjustment**. The UCAS website generally goes live from 07:00 onwards on Results Day. Some candidates received emails before this last year, however. The 'Track' feature will confirm whether an applicant has a confirmed place or whether they have been turned down and need to go through Clearing. Please come to the Internet Café to be supported with this process.

### **On-going progression support until May 10**

We will continue to hold after-school support sessions on Tuesdays after school for all pathways to ensure all Year 13 students are supported with their progression planning. Students can also book 1:1 Progression discussions with Dr Pinkerton and Ms Lumsden while they are still completing courses and exams. Please note: each UCAS applicant holding offers has an **individual reply date** – and we would **strongly encourage** students to speak with a member of the UCAS team about a well-informed firm and insurance offer before any replies are made.

**Key action: your child must reply to their offers by their personal deadline**

### **Student Finance Applications**

We have already done preparatory work in tutorial session this term on the application process and they began this in our 20 March tutorial. Support is available Tuesdays after school. The national application deadline is 17 May to guarantee funding is in place before university courses begin in Autumn 2024.

### **Bursaries**

These will continue to be paid as usual up until the end of the academic year. The last day to make a bursary order via Ms Wood is **Monday 22 April**.

Please do remind your child that their tutor and the Year 13 Team are on hand to help with any concerns, questions they may have.

Many thanks for your continuing support. It is the best guarantee of your child's success!

Yours sincerely,  
The Year 13 Team

