



# **KING EDWARD VI HANDSWORTH SCHOOL**

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Registered Charity No: 529051

April 2009

Dear Parents

The GCSE examinations are now only a few weeks away and I should like to inform you about the arrangements for your daughter's final term in Key Stage 4. Please keep this letter somewhere safe.

## **Lessons**

Lessons will end on Friday **8<sup>th</sup> May** at lunchtime. Staff are now completing syllabuses and setting tests and practice questions in order to help your daughter prepare for the examinations. Homework will be mainly revision; please help your daughter by testing her.

## **National Record of Achievement**

Your daughter will be presented with her NRA on Friday **8<sup>th</sup> May**. She does not need to wear uniform on that day or thereafter.

## **Examination Timetable**

Each girl will be issued with an examination timetable from each of the examination boards. It is essential that these are carefully read and followed exactly. Please put a copy in a prominent position in your house and make a note in your diary.

## **Late Arrival etc.**

If examinations are missed, they cannot be taken at another time. Late arrival may mean that girls may not sit the paper or that the board refuses to mark it. Extra time is only allowed in a genuine emergency; forgetfulness, over-sleeping and misreading the timetable are not emergencies.

## **Registration**

Girls must be in school to register for morning examinations by **8.35 am** and for afternoon ones by **12.20 pm**. If your daughter is ill or likely to be late, please telephone the school before these times.

## **Mobile Telephones**

For security reasons, **mobile telephones must be placed in lockers.**

## **GCSE Results**

Results day is **Thursday 27<sup>th</sup> August** and your daughter may collect her results between **10.00 am and 12.00 noon**. Please use the Hall Road entrance.

## **Return of Textbooks and Past Papers – see overleaf for dates.**

Textbooks are expensive items and they should be brought into school as shown over page. Please make sure all books are in good condition and clearly named. Parents will be billed for books not returned or in a fit state.

## **Work Experience**

From Monday **22<sup>nd</sup> June**, Year 11 girls will undertake two weeks of work experience. Girls are expected to attend and any unavoidable absences should be reported without delay not only to her work place, but also to Mrs P Buckel, the teacher responsible for this aspect of the curriculum. All girls are expected in school at the normal time on **Monday 6<sup>th</sup> July** for the de-briefing session.

## **Holidays**

Your daughter will enjoy an extended holiday this year from **Tuesday 7<sup>th</sup> July**. The Autumn Term for our Lower Sixth students will begin on **Monday 7<sup>th</sup> September a.m. only**.

And finally, we rely on our Year 11 girls, with backing from school and home, to take this term sensibly and so give of their best. We would like to thank you for your continued support and assure you that we are here to help if you need us. Good Luck!

Yours sincerely

Dr Elspeth V Insch OBE  
Headmistress

Miss L Jackson  
Head of Key Stage 4

### Year 11 Book Return Dates 2008

Maths	2 <sup>nd</sup> June
English Language	5 <sup>th</sup> June
English Literature	20 <sup>th</sup> May
Science DA	20 <sup>th</sup> June
Biology	17 <sup>th</sup> June
Chemistry	18 <sup>th</sup> June
Physics	20 <sup>th</sup> June
German	23 <sup>rd</sup> May
French	12 <sup>th</sup> June
Geography	12 <sup>th</sup> June
History	11 <sup>th</sup> June
Religious Studies	16 <sup>th</sup> June
Technology (food)	22 <sup>nd</sup> May
Textiles	9 <sup>th</sup> June
ICT	6 <sup>th</sup> June
Music	16 <sup>th</sup> May
Drama	13 <sup>th</sup> June