

S4 Study Leave Arrangements 2015

Dear Parent/Carer,

Study leave for the 2015 examination diet begins on Monday 27th April. This will apply for all students in S4 who are sitting 3+ National 5 examinations. Students should use this time to fully prepare for examinations and should maintain contact with their subject teacher throughout this period to get support and guidance.

The week beginning Monday 27th April, all teachers will be available at normal class time to allow students to complete any remaining units or to complete structured supported revision. We encourage all students to attend classes throughout this week.

Any students who are sitting **2 or less** National 5 examinations will be engaged in our Meaningful May project. This is a Joint project with Liberton High School involving numerous activities and projects which students will opt in to. **All students involved will be provided with an individual timetable of events.** This project will begin on the week beginning 4th May. If any Student has an examination they will be allowed 2 school days off prior to the exam in which to study and prepare for the exam.

If any student wishes to come in to school to study for exams they should make prior arrangements with class teacher, Guidance teacher or year head. They should not sit in the dining hall at any time out with break and lunchtime. Any student who comes in to school **must sign in** and indicate which teacher they have arranged to see.

Any student coming in to school for an exam or for study should wear school uniform as per usual. Any student not in school uniform will not be allowed to remain in school.

Students should arrive for any examination at least **10 minutes** prior to the start time to allow them to get settled and registered before beginning the examination. They should arrive prepared for the exam with a pen, pencil & any specialist equipment they require for that exam (calculators, rulers, dictionaries etc.).

Mobile phones, iPad's, earphones or any other mobile/digital devices are not allowed in the exam hall. Any breach of this may result in removal from hall and a failure of the exam.

Please note all students will resume with the new timetable on Monday 1st June.

We wish you all the very best for the exams and hope that the years of hard work will pay dividends in the coming weeks.

Kind Regards,

Mr Iain Hutchison

Depute Head Teacher