

# Hulme Hall Grammar School

Hulme Hall Road, Cheadle Hulme, Cheadle, Cheshire SK8 6LA

Accredited by the Independent Schools Council



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May 2010

Dear Parents/Guardian

## Guidelines Relating to the Examination Period

Please keep the following information to hand and do not hesitate to approach Miss Allen if you require further information.

### Attendance

This year, the normal teaching timetable will be maintained until **Friday 14th May 2010** at 12noon. There is no excuse for non-attendance up to that date or for missing the later preparation sessions, which are far more relevant than 'cramming' at home. Pupils have the option to go home after these sessions or, they can revise in the library which has been set aside as the Year 11 study room for the duration of the examination period.

### The Examinations

Miss Allen has prepared a timetable of examinations and revision sessions : each candidate should box in red those which apply to him/her individually and should then draw up a personal timetable - on a large scale so that oversights can be eliminated.

In the context of GCSE, whilst a measure of factual 'revision' is still necessary, the emphasis has shifted fundamentally to 'preparation', a much more active, teacher-led procedure. Those who hope to gain a good grade, must develop the relevant techniques and apply their understanding of the subject in response to the 'data' provided as stimuli.

'Preparation' in contrast to old style revision, is most effectively carried out *in school* where the teacher can organise appropriate oral and written work of direct relevance to the kind of questions that are likely to be asked. The teacher can provide guidelines for factual revision on a week to week basis. In most subjects the candidates must:

- recognise the point of the question (interpretation)
- think clearly and logically
- express themselves in concise English
- develop the answer, especially in the case of "stepped" questions

This means that candidates who rush through papers, giving superficial answers, can only expect to score low grades.

The implications of this emphasis on preparation are that regular and punctual attendance is the priority and that *attendance at preparation sessions is in no sense optional*. A mature response during the weeks ahead could prove decisive for many pupils.

### **Arrangements and Procedures for Pupils**

Pupils are required to be in school for their revision sessions and for their examinations. At all other times pupils can choose to work at home or work in the library. If a pupil chooses to stay in school they must sign in at the library. Pupils who select to study in the library must also remember to sign out when they leave the site. The library will be staffed throughout the day so pupils could opt to be in school full time throughout the examination period. It should be noted that the library will be a quiet area of study and pupils using the library must understand it is to be used for revision purposes only. Any pupil who receives 3 warnings regarding their behaviour and conduct will not be allowed to use the library as a study facility.

When in school, Year 11 pupils will only be allowed in the examination room or the library. They are not allowed to wander around the school or go to the local shops. Any pupil who does not follow these rules will have their study leave cancelled and will be required to attend school full time from 8.55am-3.50pm each day until their last examination.

### **Lunchtimes**

Lunch will be available for those pupils who remain on site.

### **Uniform**

Full school uniform must be worn when attending either preparation sessions or examinations including journeys to and from school.

### **Textbooks**

Textbooks are to be handed back to subject teachers *on the day of the final paper in that subject*. **A charge will be made for any textbooks that are not returned.**

### **Results**

These can be obtained either:

- a) by visiting school on Thursday 26th August 2010. Candidates should proceed to the Dining Room where results will be made available between 10am and 12 noon.

### **OR**

- b) by leaving *at the School Office a stamped addressed envelope*. I regret that results cannot be given by telephone.

I wish your son/daughter every success in the forthcoming GCSE examinations and look forward to seeing you all again later in the year at the Speeches and Prizegiving Evening.

Yours sincerely

**Philip Marland**  
**Headmaster**

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**RETURN SLIP : Guidelines Relating to the Examination Period**

I have received the following information:

- External Examination Preparation Timetable
- Guidelines relating to the Examination Period
- GCSE and other External Examinations – Information for Parents & Students 2009-10 Booklet

Please tick the appropriate box

- I give permission for my son/daughter to leave the premises on completion of their preparation session / examination
- I do not give permission for my son/daughter to leave the premises on completion of their preparation session / examination

Signed .....

Date.....

Parent/Guardian of .....

Form .....