

February 2017

Dear Parent/Guardian

I am pleased to enclose with this letter a copy of your son/daughter's Winter School Report. I trust that you will find the report useful as your child, you and the School plan together to ensure the best possible preparation for the crucial summer examinations.

School will also be closed for St Patrick's Day on **Friday 17 March**. The Spring Term will finish on **Friday 7 April** and the Summer Term will begin at **9.00am on Monday 24 April**. In addition, there will be an **exceptional closure for staff training, to facilitate moderation of centre-assessed components of public examinations, on Wednesday 26 April**.

Parent – Teacher consultation meetings will take place in the Spring Term as set out below and as detailed on our online school calendar.

Year 13: Thursday 2 March (4.15pm – 6.15pm)

Year 14: Tuesday 14 March (4.15pm – 6.15pm)

Please note these dates carefully and do make use of the opportunity provided to discuss your son or daughter's progress. **I encourage you to bring a copy of the Winter Report to the relevant Parent Consultation.** A text message to the parents of the relevant year group will be issued prior to the meeting.

The exact date on which the Sixth Form pupils will leave school on study leave in May has not yet been decided. As pupils have only a few months until their examinations, **it is important that they are now working diligently and adopting a serious approach to revision.** The coming weeks and the Easter holidays are a time when extra hours of study can take place. Teachers have already stressed the need to produce a detailed study plan and to have this prominently displayed at home.

Good attendance at school between now and the examinations is essential to help pupils 'fine tune' their understanding and knowledge. **I should like to remind you that in the event of a planned absence, pupils must bring, in advance, a written request from parents to the Form Teacher outlining the specific reason for the anticipated absence. In addition, if your child is absent due to unforeseen circumstances, please forward a letter to the Form Teacher on his/her return to school.** I wish to make it clear that **all pupils should not undertake any form of part-time employment** from now until their examinations are over, as this will adversely impact on their performance in these critical examinations. **Part-time employment can result in pupils being too tired to study and ultimately leads to underachievement.**

It is also imperative that if any emergency event occurs, you contact the School immediately to see what options are available. If you think your child's study or examination performance have been affected by illness or other difficulties, then you must contact the Examinations

Officer, Mrs McMullan, detailing the circumstances and providing medical evidence as appropriate.

The School will contact you again when study leave begins, outlining the final details regarding the examinations. **I remind you that full school uniform must be worn at each examination and I appreciate your support with this matter.**

AS/A Level examination results will be available as follows:

CCEA & English Board Examinations Thursday 17 August 2017

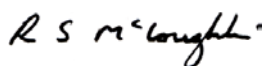
It is vitally important your son/daughter is available at this time to make key decisions regarding his/her future.

I take this opportunity to wish your child every success in the coming months and I sincerely hope that their results in August will reflect their commitment and effort.

Please continue to visit our School Website (www.banbridgeacademy.org.uk) on a regular basis in order to keep up-to-date with events, news and achievements related to our school community.

Finally, I take this opportunity to thank you for your on-going support. Should there be issues regarding school which concern you, please do not hesitate to contact the Pastoral Team at any stage.

Yours sincerely



R S McLoughlin
Principal