



Dear Parents/Guardians,

### **Prelim Exams and S4,5,6 Study Leave**

SQA examinations begin on **Monday 3<sup>rd</sup> December 2018**. Study leave will be granted for all S4, S5 and S6 learners.

- Study leave commences from **Monday 3<sup>rd</sup> December until Tuesday 18<sup>th</sup> December** (inclusive).
  - All Learners should return to school at 8.45am on **Wednesday 19<sup>th</sup> December**.
  - The school library will be available for any learners that feel they need to come in and study.
- 
- ✓ Over the next week, pupils will be provided with personalised examination timetables. It is absolutely vital that learners check this timetable and ensure they are aware of their exam dates and times. If there are any problems-they must speak with their *DHT asap*.
  - ✓ Learners must wear their **full school uniform** to all examinations or **if they are entering the school building to ask teachers for guidance with revision**.
  - ✓ **If learners are visiting the school (to study)-they must sign in at the school office**.
  - ✓ Learners must ensure that they **arrive at least 15 minutes before exams start**. If learners are late they will not be permitted to sit the exam.
  - ✓ **No mobile phones or devices** are allowed in the exam hall at all. These items are prohibited and failure to comply with this rule could result in withdrawal of exam entry by the SQA.
  - ✓ Please ensure that all learners **bring pens, pencils, highlighters and calculators** to each examination as required.
  - ✓ By now, learners should have started creating their study plan timetable and also ensure they take regular breaks when revising. *Achieving a balance is key when studying for exams*.

We would like to take this opportunity to wish all of our learners good luck and success with their forthcoming exams. We know they can do an outstanding job and have every faith in them. They should remember that if they need any help or guidance that they can speak with their PT Pupil Support or Depute Head at any time.

Yours sincerely,

Mrs. Murphy-Depute Head Teacher S4

Ms Hewitt-Depute Head Teacher S5 and S6