

Dear Parent/Carer

Study Leave: Monday 8 May –Tuesday 30 May (inclusive)

Arrangements for Pupils not sitting an SQA Examination

Any pupil who is not sitting any SQA Examinations at National 5 or above are expected to attend school as normal. Normal attendance procedures will operate during the SQA exams

Arrangements for Pupils sitting SQA Examinations

Study Leave for pupils sitting SQA Examinations will be from Monday 8 May until Tuesday 30 May 2017 (inclusive). Friday 26 May is an In-Service day for staff and Monday 29 May is a holiday. During that time pupils need only attend school to sit their examinations. All pupils are expected to return to school on Tuesday 30 May for the start of the new timetable.

The dates of some exams fall outwith these dates ie they are held earlier than 8 May or later than the 30 May. In this case pupils are allowed to have the day before the exam to study at home and then attend the exam on the actual day.

Arrangements for attending exams

- Pupils must attend all of their exams at the exact time and date given in their individual exam timetables
- Pupils must wear school uniform when in school
- In the case of absence due to illness, contact the school by telephone immediately. Further information on what to do next will be given then

Studying at Home

Parents have a big part to play in helping your child to be successful in their examinations.

- Pupils need to have a study plan so they are revising for all of their subjects
- Pupils need a quiet place to revise with a table and chair
- Most important of all, talk to them and ask them how their studying is going and giving them plenty of encouragement to keep putting in the hard work and effort needed

Studying in School

Some pupils prefer to come into school to study during study leave. I would encourage pupils to use the library as a quiet place to study during the school day. Your child's teachers are also available during study leave to give extra help prior to the exam. It is recommended that pupils make an arrangement to see their teacher during their normal timetabled classes for that subject.

Information regarding all of the above is available on the school website. If you or your child have any further questions or concerns please contact your child's Guidance Teacher.

I wish all our pupils every success with their examinations.

Andrena Waghorn
Head Teacher