



Portsmouth
High School

G D S T
GIRLS' DAY SCHOOL TRUST

GCSE ARRANGEMENTS 2018

In order that girls and parents may plan for the summer term, these are the details of the arrangements for Year 11.

Suspended timetable

Study leave starts on **Friday 27 April**. Lessons will finish at 12.25 pm and then we should like to invite your daughter to a celebration lunch. They will be free to leave immediately afterwards and no later than 2.30 pm. They should wear mufti for the day.

From Monday 30 April, girls may revise at home if they have no subject workshops, examinations, music lessons or other commitments, provided the permission slip signed by parents has been returned. We do expect students to be revising throughout this period; the privilege of study leave may be withdrawn at any point if we feel that your daughter is not using this time efficiently. Students who wish to work in school are welcome to use the library and designated classrooms. School uniform should be worn when on the school premises at any time throughout the examination period.

Examination procedure

Girls must be here in very good time for each examination - by 8.40 am for a morning paper and 12.55 pm for an afternoon paper. It is important that girls bring the correct equipment because items may not be borrowed inside the examination room. Books, mobile phones, valuables and bags must be left securely in lockers. These will then be easily accessible when an examination finishes. If anyone is ill and cannot attend for an examination, the school office should be informed immediately. Candidates may not enter an examination room until told they may do so by a member of staff. If an examination ends while the rest of the school is still working, girls must remember to be quiet until clear of the building.

Return of books

Books and locker keys should be returned, following the GCSE chemistry examination, between **10.15 and 11.30am on Wednesday 13 June**. For the small number of pupils who finish their GCSE examinations later, books for these examinations and locker keys may be returned following their final examination to Mrs Trim in her office. If in exceptional circumstances special arrangements are needed please discuss these with Mrs Trim in advance. A receipt will be issued to confirm their return so it is important that this procedure is followed and books are NOT returned to subject teachers. A reminder of the procedure for returning books and locker keys will follow next term. A bill will be sent home for any books and locker keys not returned at this time.

Sixth Form Insight Week Monday 25 June – 29 June and Work Experience 2 – 6 July

From Monday 25 June – Friday 29 June your daughter will have the opportunity to participate in varied activities which will enhance her study skills for the Sixth Form and allow her to develop a better understanding of the transition between GCSE and A Level study. In addition to this she will have the opportunity to explore in more detail the requirements of the Extended Project Qualification (EPQ). We will also run a careers talk and networking opportunity with recent alumnae. On Wednesday 27th June we are offering your daughter the opportunity to attend our annual university open day visit. For the 2018 trip Year 11 and Year 12 pupils will be hosted by The University of Oxford and your daughter will have the opportunity to attend tours and faculty visits and to attend subject specific lectures. On Friday 29th June we will run a careers talk and networking opportunity with recent alumnae.

The following week, commencing 2 July would, therefore, be the best time for your daughter to undertake work experience. With the employment market never more competitive and university entry requirements at an all-time high, voluntary work, paid work and work shadowing play a crucial part in making any applicant stand out from the crowd.

Details of both these weeks have been sent to you already but please do not hesitate to contact Mrs Davies for further clarification of the schedule of events.

Formal Party

A reminder that the Year 11 formal party is on Thursday 28 June at 7pm and you are invited to join the drinks reception at The Royal Beach beforehand.

Final assembly

On **Thursday 12 July** we invite all girls to return to school for the last day of term at 10.30 a.m. for the final assembly. School will end at 12.15 p.m. We are aware that your daughter may be undertaking work experience so may be unable to attend.

It will be a mufti day so your daughter does not need to wear her school uniform. We would therefore encourage you to sell any appropriate items at the PSA second hand uniform sales.

Results

The GCSE results should be available on **Thursday 23 August**. Girls may, if they wish, come into school on that day from 8.30 to 9.30 a.m. to collect their results personally. If in exceptional circumstances special arrangements are needed please discuss these with the Examinations Officer (l.newport@por.gdst.net). All examination results that have not been collected by 3.00 p.m. will be posted home. Results can be posted to an alternative address provided the Examinations Officer is notified in advance.

Senior Awards Evening

An important date for your diary is the senior awards evening at 7.00pm on **Thursday 13 September 2018** in the Bannell Centre. All Year 11 and their family are warmly invited to attend and receive a certificate to celebrate their GCSE results.

Heather Trim
Deputy Head

Reply Slip - Year 11 GCSE Examinations 2018

I prefer my daughter to attend school only when her examinations and additional sessions are timetabled during the period of GCSE examinations, between 2pm on 27 April and 19 June.

Daughter's name..... Form

Signed

Please return to the office via the box in the pupil entrance by Thursday 15 March 2018