



September 2024

Dear Parents, Carers of Year 12 Students

I hope you are well and your child has had a good start to Year 12!

It was great to see so many of you at the Meet the Tutor event last Monday – thanks for coming and making it a really pleasant and productive session.

This letter contains some key reminders around the impending examination season – it will apply primarily to those Year 12 students who have elected to complete a GCSE English or Maths re-sit but some information is worth all parents being aware of because of future examination windows (e.g. February Mocks).

Examination Season and Pastoral Support

We focus on wellbeing throughout our pastoral curriculum (assemblies, Tutor Time, Wellbeing Wednesday) and you can contact us at any point:

- Senior Assistant Head-teacher/Head of Sixth Form Mr Taylor: staylor@northleamington.co.uk
- Sixth Form Manager Miss Short: nshort@northleamington.co.uk
- Attendance, Study Support and Welfare Officer Mrs Lunn: klunn@northleamington.co.uk

Alternatively, you can email your child’s tutor: [Link to list of tutors and their email](#)

Of course, you can also phone in if you prefer to speak rather than email.

Examination Schedule for GCSE English and Maths Re-sits

Exam	Date	Session	Exam length
Maths paper	6 November	AM	1hr 30
Maths paper 2	8 November	AM	1hr 30
Maths paper 3	11 November	AM	1hr 30

Exam	Date	Session	Exam length
English Language paper 1	5 November	AM	1hr 45
English Language paper 2	7 November	AM	1hr 45

Examination Season, Expectations and Support

There have been updates to the examination regulations which are really important for students to adhere to. Please use this link to make yourselves aware for future reference – even if your child is not doing a GCSE English or Maths re-sit in November: [Link to Exams Information](#)

Year 12 Parent Voice

At the start of each year (and in kilter with the Meet the Tutor Evening), we like to canvass parent views on the transition to NLS's Sixth Form. Please take a few minutes to complete this:

[Link to Parent Voice Survey](#)

World Class Basics

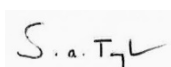
Please be reminded of the below and support us in supporting your children maintain the high standards that help ensure we have safe, happy, confident and successful students who secure fantastic outcomes and destinations. While we of course prefer a positive praise culture (many reward points have been issued to Sixth Formers this term), and while infringements will relate only to a small few, it is best to be transparent around expectations:

Attendance	Punctuality	Dress Code
100-95%: satisfactory or good	Lates = 1: Tutor uses weekly report to speak with tutee (a restorative)	1 Infringement: Verbal Warning from tutor/staff – report to SF Manager (Miss Short) to put on G4S
90-95%: weekly report used by tutors to challenge or support a weekly or YTD issue: e.g. flag to student that attendance is in decline or check-in to see they are better – using Attendance Toolkit ideas	Lates = 2: Tutor uses weekly report to speak with tutee and to record in G4S as a Home Note (for parental awareness)	2 Infringements: Verbal Warning from tutor/staff – report to SF Manager (Miss Short) to put on G4S who phones home
80-90%: Attendance, Welfare and Study Support Officer (Mrs Lunn) to undertake attendance mentoring processes using Attendance Toolkit. Recorded in G4S	Lates = 3+: AHOSF uses weekly report and issues and monitors attendance at DT	3 Infringements: Verbal Warning from tutor/staff – report to SF Manager (Miss Short) to put on G4S and AHOSF phones home to advise of next step (see below)
<80%: AHOSF/HOSF intervening using Attendance Toolkit ideas. Recorded in G4S	AHOSF also monitor YTD punctuality – so students are not always late twice a week with no significant sanction	4 Infringements: Sent home to change

As always, email or phone (Ext.8414) if you are unsure or have any queries.

I hope you have a great weekend!

Yours faithfully,



Steve Taylor
Senior Assistant Head-teacher (inc. Head of Sixth Form)