



Bell Baxter High School

14th March, 2017

Dear Parent,

S.Q.A. Examinations S6 Study Leave Arrangements

During the S.Q.A. examinations, pupils are granted Study Leave to allow private study and exam preparation at home. The following dates are the confirmed dates for Study Leave:

- S6 Study Leave begins on **Tuesday 2nd May, 2017 (the last date for pupils in school will be Friday 28th April, 2017)**. **Monday the 1st May, 2017 is a school holiday.**

Arrangements for Study Leave:

During Study Leave, pupils in S6 attend school only when they have an examination to sit. Parents are asked to support pupils in ensuring that Study Leave is spent wisely in the revision and preparation for examinations.

Care should be taken to ensure pupils do not miss examinations as these are National Examinations and cannot be re-arranged.

Conduct During Study Leave:

School security and uniform regulations will operate as normal. Pupils attending school for exam or revision purposes must sign in and out at the school Pupil Reception area and comply with the school dress code and expectations. "Masterclasses" will run in a number of curriculum areas to support revision. Details will be published on our school website along with details of the Easter Revision Study Support Programme.

Thursday 4th May, 2017 (Music Examinations):

Thursday 4th May, 2017 is a school "Closure/In-service Day", however, school remains open for any pupil sitting S.Q.A. examinations. No catering facilities will be available in school on Thursday 4th May, 2017.

Absence:

If a pupil is absent on the day of an examination due to **exceptional circumstances**, e.g. illness, it is important that you let the school know straight away. Should the school have evidence of a pupil's attainment, then this evidence will be sent to S.Q.A. A medical certificate covering the day of the examination will be required for absentee consideration and the school is required to submit this to the S.Q.A. **Please forward medical certificates to the school within three days.**

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Alternative Arrangements:

If you do not want your son/daughter to participate in Study Leave, arrangements can be made for them to study within school. Should you wish your son/daughter to study in school please notify the school office of this by **Friday 24th March 2017** providing the following details: Full name of your child and house eg Joan Miller Bell 5. Normal attendance regulations will apply with the exception of examination days. School uniform would also require to be worn.

May I take this opportunity to wish your son/daughter every success in the forthcoming examination diet.

Yours faithfully,

K. Manders

Karen A. Manders,
Depute Rector.