



**MERCHANT  
TAYLORS'  
SCHOOLS**

For Boys and Girls  
aged 4 to 18 years

3<sup>rd</sup> May 2018

## **GCSE EXAMINATIONS**

Dear Middle School Parents/Guardians,

We have reached that time of year for your sons to embark on their first set of public examinations. It barely seems like yesterday we were greeting them on their first day in Year 7; fresh-faced and eager to learn. They have gone through an incredible journey with us over the past five years and I hope that they have enjoyed their time so far at Merchant Taylors'.

I am writing to you to formalise the arrangements for study leave, which begins on Friday 11<sup>th</sup> May at 3.35pm, with exams beginning in earnest on Monday 14<sup>th</sup> May. As per the mock examinations, boys are welcome to come into school when they do not have an exam. The Drama Studio will be made available during that time, with a member of staff supervising at all times. Food and drink will only be permitted in there during break and lunch times, and boys should only come and go from the Drama Studio at the start of each lesson. A register will be placed in the Drama Studio for your son to sign in/out of. This is in the event of any fire alarm.

I expect uniform to be impeccable during the examination period, as per the School Rules. Blazers may be taken off in the exam hall. Mobile devices, of course, will be handed in at the beginning of an exam, having been turned off before entering the exam hall. Should any phone be found on their person, or a phone goes off, the examining body will be informed and the student could face disqualification. I will be reinforcing this strongly to the students before they leave.

Staff will be available during the examination period in order to assist any student who requires assistance. I am recommending that your son emails ahead should they require assistance from any staff member during study leave.

I would like to take this opportunity to thank you, as parents, for all your support over the past five years, both for your sons and to the School. Should you require any further assistance over the next few weeks, please do not hesitate to contact me on [r.yates@merchanttaylor.com](mailto:r.yates@merchanttaylor.com).

Yours faithfully,

Mr R Yates  
Head of Middle School