

Senior Girls

Merchant Taylors' Schools
Liverpool Road, Crosby, Liverpool L23 5SP
Telephone: 0151 924 3140
Email j.baccino@merchanttaylorsschools.com www.merchanttaylorsschools.com
Headmistress: **Mrs CA Tao BSc (Hons) Msc Grad.IPD**
Headmistress's: PA: **Mrs J Baccino**



**MERCHANT
TAYLORS'
SCHOOLS**

For Boys and Girls
aged 4 to 18 years

8th November 2019

Dear Parents

Arrangements for Year 11 during the Internal Mock Examination Period Monday 2nd December – Friday 13th December 2019

Internal mock examinations will take place from **Monday 2nd to Friday 13th December 2019** and attached is a copy of the Year 11 Mock Examination Timetable. Year 11 lessons will be suspended during that period to facilitate revision. We will treat this time as a period of study leave and as such, any leave of absence from school for this purpose, will be recorded as authorised absence. Leave of absence for any other reason will be recorded in line with the appropriate reason.

During this period, your daughter may revise at home for a whole morning or afternoon session when they do not have an examination. In the event they have an examination after morning break, they are expected to be in school for the normal registration time and they will be expected to revise in the designated revision room. After the morning session of examinations, should your daughter choose not to revise in school to the close of play, she must sign out at reception and return home. If your daughter does not have an examination in the morning they are expected to arrive in school by 1pm at the latest. I should stress that if any girl abuses this concession and fails to attend punctually as required, she will not be allowed any additional extra time to complete the examination and may forfeit the privilege of study leave.

Please note in addition to the set timetable, students will be required to complete a speaking test for Modern Foreign Languages. These will be organised individually by their teachers and must be attended promptly. If your daughter has more than one examination in anyone session, they are considered to be “clash candidates”; they will sit one of their examination in the next available session as indicated in green on the examination timetable.

In order to facilitate pupil revision, teaching staff will not set any homework from the week commencing **Monday 18th November**. Finally, can I remind you that the term ends on **Thursday 19th December at 12 noon** and it is vital that students attend all lessons during this final week of term as subject staff will continue teaching the specifications and will be

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providing feedback to pupils on their performance in the mock examinations. It is vital that pupils receive this feedback; helping to prepare them for their actual GCSE examinations.

Please can you discuss these arrangements with your daughter and return the reply slip with your preferences clearly indicated. In choosing the appropriate option, you must ensure that your daughter is in a position to make their own way into or from school. **It will be assumed that girls who do not return the reply slip below by the specified deadline do not intend to take study leave at home.**

Yours sincerely

Mrs C Tao
Headmistress

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Please return to your daughter's Form Tutor by Wednesday 20th November 2019

Year 11 Internal Mock Examinations Attendance - December 2019

Daughter's Name Form

Please delete as appropriate:

- a) I agree that my daughter will study at home during the morning / afternoon sessions when she does not have examinations.
- b) My daughter will be in school for the whole mock examination period.

Please would you kindly ensure that you inform reception of any changes.

Signature Parent/Guardian

Name (Block letters please) Date