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**THE HART
SCHOOL**
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LWA/SPO
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Dear Parents/carers

As Year 11's time at The Hart School draws to a close, it is time to ensure that all pupils and parents know the procedures for Year 11 signing off from their lessons.

This year, following the changes in exam specifications, Year 11 have many more exams than in previous years. For this reason, we have decided that all pupils are required to attend all timetabled lessons and tutor time until the final exam on Friday 15 June.

The only exception to this are pupils who study Graphics, who will complete their final exam on Tuesday 19 June and will attend all lessons until their final exam is complete.

Any pupil not where they should be will be marked as absent and will be sanctioned accordingly. If pupils have completed a particular course then they must still attend those lessons but should take revision materials for other subjects with them so as to use the gained time productively.

Following the final Science exams on Friday 15 June, all pupils will attend a Leavers' Assembly at 11.30 am and will then be allowed to go home.

Pupils have been informed of these arrangements in their assembly. Please support the school by discussing these arrangements with your son/daughter.

If you would like any further guidance or clarification please do not hesitate to contact either Mrs Merrien or myself.

Yours sincerely

Mrs L Wagstaff
Director of Key Stage 4