



HEDINGHAM SCHOOL AND SIXTH FORM

ACHIEVEMENT & EXCELLENCE

24 April 2017

Dear Parent/Guardian

Important Information for Year 13/14 Students

Year 13/14 last lessons will be on Friday 11 May after which they go on Study Leave and sit their examinations. There will be a leaving assembly during Period 5 on their last day. All students have been given revision and exam timetables which they should be using to help them organise their study time. Teachers will continue to be available during the set lesson times leading up to half term. Obviously teachers may target certain students for extra support. Sixth Form facilities will be available during the study period and exam period. BTEC students will also be required to complete their portfolios. Students should ensure they sign in and out in the Sixth Form Area if they come in for revision sessions.

Could your son/daughter please complete the attached form as they hand books back to their teachers after the exams. Identity badge holders, library books and locker keys must also be given back. Please can your son/daughter give their completed forms to the Sixth Form Assistants in the Sixth Form Office so that they can check that all school property is returned.

I would like to take this opportunity to wish your son/daughter success in their exams. Results Day is on Thursday 16 August 2018 and Year 13 and 14 students are expected to attend. The school will be open from 8.00 am for advice from staff on University placements and Clearing. From 8.30 am onwards students will be able to collect their A Level exam results.

Finally, our last social event is the Summer Ball on Wednesday 27 June. Please encourage your son/daughter to attend this event as we would like as many of our students there as possible. We look forward to seeing your son/daughter there to celebrate the end of their time at school.

I would like to take this opportunity to wish your son/daughter the best of luck in the final few weeks of their studies and in their examinations.

Yours sincerely

Mr J Raynor
Leader of Sixth Form

Headteacher · John Panayi BA Cert Ed NPQH
Yeldham Road · Sible Hedingham · Essex CO9 3QH · Telephone 01787 460470 · Facsimile 01787 462652
e-mail: enquiries@hedingham.essex.sch.uk Website: www.hedingham.essex.sch.uk



Approved
Centre



Year 13/14 Leaving Form

Name: _____ Form: _____

Address: _____

Contact No: _____ Email: _____

Book returns		
Subject	Teacher Name	Teacher Signature
Badge/Lanyard Return	Mrs Miley/Mrs Robinson	Signature
Library Books Return	Mrs Curteis	Signature
Locker Key Return	Mrs Weight	Signature

Please give details of what you expect to be doing next year (Working/University etc). If University which one is your first choice, what is your subject and what grades do you need to get in?

This form should be returned to the Sixth Form office once completed. We will then inform the Exams Officer and she will arrange for your exam results to be released to you in August.

You may not receive your certificates until all school property is returned.

Thank you and Good Luck
Mr J Raynor, Leader of Sixth Form