



May 2018

Dear Parent/Carer and Student

### Year 13 Key Dates Letter

As you are aware the Year 13 examinations and the course completion dates are fast approaching. I would like to update you on the key dates which are listed below and would ask if you would please make a note of them in your diaries or keep this letter until the end of August.

A level examinations begin on Monday 14<sup>th</sup> May. There is no defined study leave for Year 13; all Year 13 students are expected in lessons up to the examination date or course completion date (if no exam). There will be no briefings or tutorials after half term.

Year 13 Student Leavers' Day is on Thursday 28<sup>th</sup> June. We would ask that all students come into College on that day to return all books, equipment and any money owed. Students are requested to report to the main hall at 10.00 am for a final student briefing. We will also take a year group photo at this time. Students will then be asked to complete a leavers' form and questionnaire before leaving.

The expectation is that ALL students attend Leavers' Day and complete the leavers' form. Every year we lose items from not being returned or having to chase students who have not followed this procedure. Failure to complete a leavers' form may result in the College declining to give any future reference. If your son/daughter cannot attend in person we can make other arrangements if we know in advance.

The Year 13 Celebration Evening will be held on Thursday 28<sup>th</sup> June. This event recognises the achievements of the year group. Please note that invitations will be issued for this event and we hope you will join us in celebrating the students' successes.

The Post 16 Summer Ball is on Friday 29<sup>th</sup> June to be held at the Falmouth Hotel from 6:00pm to 11:00pm. Students can purchase tickets and book transport at the Post 16 Centre.

The examination results will be published on Thursday 16<sup>th</sup> August and can be collected from 9.00am -12.00 noon in the Post 16 Centre. If you have applied to university you will be able to log onto your UCAS account on 16<sup>th</sup> August to see if you have been accepted onto the course or not. In some instances, the universities will not make a decision until later in the day. If you are unsuccessful we will be available on the day to assist you with the clearing process.

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We would like to conclude by saying what a pleasure it has been to work with your son/daughter and to wish him/her all the very best for the exams and future career.

Yours sincerely

A handwritten signature in black ink that reads "Mr M Porter". The signature is written in a cursive style with a large 'M' and a distinct 'P'.

**Mr M Porter**  
**Head of Progress – Post 16**