



1 May 2024

Dear Parents and Carers

As we enter the final weeks before the GCSE examinations, we would like to say how much we value the support that you continue to offer the school to ensure your child has the best chance of success at this crucial time. In this letter you will find information about how to apply for exceptional study leave.

How to apply for exceptional study leave

As previously stated, we believe the best way for students to prepare for the exams is with the expert guidance of their teachers, who will be delivering a planned programme of revision. This will include exam specific skills, as well as a thorough recap of all relevant material from the course. These lessons will finish and **all** students will begin study leave on **Monday 10th June**; although students must still attend for all scheduled examinations. On days of examinations, students will know from their timetable the location and start time and should always arrive 15 minutes early. They must be in full school uniform; Class of 2024 leavers' jumpers are considered school uniform.

We recognise that some students think they would be able to study better at home. If you think your child will be able to complete at least 5 hours of high-quality revision between the hours of 8.30am and 3pm, then it is possible that exceptional study leave would suit them. Students who apply for exceptional study leave must be: highly motivated, organised and have a track record of being able to manage their time productively. This will mean their final day of school is **Friday 17 May**.

Any student who is granted exceptional study leave is welcome to attend lessons after this date but must sign in and out of the site to ensure we have an accurate record for health and safety reasons; they can only do this once per day (e.g. they cannot leave for lunch and then come back later). All students on site are required to be in full school uniform, to follow their normal timetable and attend all scheduled lessons. This includes students who have come in for exams and are waiting to travel home on a school bus.

If you believe that your child meets the criteria outlined above and would benefit from taking exceptional study leave, please email eslingsby@soham-college.org.uk. You may also wish your child to begin study leave on a date between 17 May and 10 June. If this is the case, then please notify me of the specific date in your email.

A reminder of the milestones left in year 11:

- **7 June – Formal lessons finish and study leave**
After this date all students will be on study leave and only attending school for exams
- **26 June – GCSE contingency date**
In the event an exam is rescheduled, this is the final date it can be timetabled for. Students **must** be available until this date (JCQ national guidance).



Soham Village College
Sand Street, Soham
Ely, Cambridgeshire
CB7 5AA

Tel: 01353 724100
Email: svc@soham-college.org.uk
www.sohamvc.org

Other schools in our Trust:
Kennett Primary School
The Shade Primary School
The Weatheralls Primary School

- **28 June – Leavers' Prom!**

This is held in our Performing Arts Centre and is the official leaving day for your child from Soham Village College.

- **22 August - GCSE Results Day**

Results can be collected from Beechurst hall between 10am and 12 noon.

If you feel your child needs further support in coping with the pressure of the upcoming GCSE examinations, please contact us using the following email address: wellbeing@soham-college.org.uk. Alternatively, we have an area on the school website dedicated to student wellbeing; <http://www.sohamvc.org/Student-Wellbeing/>. Here you will find links to relevant services and websites that you or your child may find useful.

Please discuss the contents of this letter with your child. If there is anything more you feel we can do to support your child through their GCSEs please don't hesitate to contact me or Mr Reay.

Yours sincerely

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