



# RANGE HIGH SCHOOL

Stapleton Road, Formby, Liverpool L37 2YN  
Telephone: 01704 879315 Fax: 01704 835616  
Email: [admin@range.sefton.sch.uk](mailto:admin@range.sefton.sch.uk)

Headteacher: Mr G Aldridge, MA (Oxon), MEd

November 2018

Dear Parent/Carer

As you will be aware, Year 11 pupils are taking their mock exams between **Friday 23<sup>rd</sup> November** and **Friday 30<sup>th</sup> November**. I am writing to confirm the arrangements for our **Exam Attendance Conditions (EAC)** during this mock examination period. Pupils will be granted **EAC from Monday 26<sup>th</sup> November** and then will only need to come into school for the session of their exam. Pupils are expected to arrive in school **15 minutes** before the start of an exam, and with your agreement, may be allowed to leave earlier than **3.35pm**. The majority of pupils will be given **EAC** if we feel it is beneficial, yet for some pupils it may be decided that a more structured timetable is needed.

MFL listening exams and one Science exam will take place **Friday 23<sup>rd</sup> November**. For all other pupils not involved in these exams they will be in normal lessons because EAC does not start until **Monday 26<sup>th</sup> November**. Also, the rest of the school is finishing at **1.30pm Friday 30<sup>th</sup> November** however for all year 11 pupils mock exams will continue as normal.

For the mock examinations, pupils with extra time will start morning exams earlier and maybe required to stay after 3.35p.m. to complete exams in the afternoon. Please see the timetable attached for the start and finish times for examinations for all pupils.

If you have any further questions please do not hesitate to contact me at school. **Please ask your son/daughter to return the reply slip below by Friday 16<sup>th</sup> November 2018, either to their Form Tutor or email to [admin@range.sefton.sch.uk](mailto:admin@range.sefton.sch.uk).** Any pupil who has not returned their reply slip will not be allowed **EAC**.

Yours sincerely

Mrs G Phillips  
Assistant Headteacher (Curriculum)

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Reply slip: to be returned to [admin@range.sefton.sch.uk](mailto:admin@range.sefton.sch.uk) or to the Form Tutor by Friday 16<sup>th</sup> November 2018.

PUPIL NAME: \_\_\_\_\_ TUTOR GROUP: \_\_\_\_\_

- I confirm receipt of my son/daughters examination timetable
- I understand that **Exam Attendance Conditions (EAC)** apply from **Monday 26<sup>th</sup> November to Friday 30<sup>th</sup> November**

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

Parent/Carer