



23 March 2022

Dear Year 11 Parents/Guardians,

I am writing to give you some important dates for your diaries with the exam season and the end of the school year approaching quickly. If you are not already aware, Miss Elms, Head of Year 11 is planning to start her maternity leave on Monday 25th April. This means that her last, planned, day in school is Friday 22nd April. With effect from Monday 25th April, I will be looking after year 11 in place of Miss Elms, until the exam season has finished.

Important Dates:

- **Tuesday 19th April** - This is an INSET DAY and therefore there is no official requirement for your child to attend school. Some subjects will be in touch with you, to invite your child to an extra study session, between 9.30am and 12.30pm.
- **Wednesday 20th April** - Return to school for ALL students – lessons as normal.
- **Friday 13th May** - Year 11 Leavers' Assembly, followed by an opportunity to take photos and sign shirts. Students are required to be at school, in uniform, from 8.30am as usual. They will go to the Hall for their Leavers' Assembly at 9am and we will be asking them to leave the school site at 11.45am.
- **Monday 16th May – Friday 20th May** - This is a NORMAL school week, with students required to attend lessons unless they have exams. Study leave starts at the end of this week.
- **Monday 23rd May** - Study Leave officially starts for Year 11 students. This means that they do not have to attend school unless they have an exam. HOWEVER, Study Leave is not something that all students are automatically entitled to. Therefore, if any of your child's teachers ask them to attend lessons, they will be expected to do so. During this time, students do not have to attend morning registration. They can turn up for the start of lessons, either in uniform or in their PE kit.
- **Tuesday 28th June** - This is the date of the Year 11 Prom at Shendish Manor – full details and instructions to follow.

Hopefully, this information is useful for you to have, as we move towards an extremely important period of time for your children.

If you have any questions, please feel free to contact me at l.coot@longdean.herts.sch.uk. Many thanks for your help and support.

Kind regards,

Mr L Coot

Assistant Head Teacher – Key Stage 4

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