



Fiona J Robertson  
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Contact Miss F Robertson

Our ref FR/WR

Your ref

Date 16<sup>th</sup> December 2016

Dear Parent /Carer

### **PRELIM EXAMINATIONS JANUARY 2017**

Prelim exams for all National 5, Higher and Advanced Higher subjects take place during the period Monday 23<sup>rd</sup> January through to Friday 3<sup>rd</sup> February. In addition to this on the week beginning Monday 6<sup>th</sup> February there are some additional exams for pupils studying National 5 and Higher Art, National 5 Hospitality, Higher Administration and National 5, Higher and Advanced Higher Music.

Attached with this letter is a copy of our exam schedule. You can see this will be a busy time for our young people and hopefully they are already preparing for these important and challenging assessments. The outcome of the prelim exams will help us determine the most appropriate level of presentation for your son/daughter in the summer term diet of SQA exams. They also help us establish an estimate grade which we will send to the SQA just prior to the Easter Holidays. An estimate grade is used by the SQA for many purposes, including marking and grading checks prior to certification. Since the SQA no longer offer "Appeals" we use estimates to help us make decisions about who would be eligible for any of the Post Results Services.

During the period of the prelims all National 5, Higher and Advanced Higher pupils should attend school as usual. Normal lessons will not run during this time but pupils will be given the opportunity to study and have on hand the support and advice of our specialist staff here in school in keeping with their timetables. Pupils will attend their exams at the allocated time and then return to class to continue with their study activities.

There are no Prelim Exams for National 3 or 4 subjects and pupils completing these courses will attend school as normal and continue with their learning.

We appreciate that some parents may feel that it would be beneficial for their son/daughter to have some private study time at home. We are willing to accommodate this, however, given the importance of these exams it may be that pupils will achieve a more focused study experience in our structured school day.

If you propose that your son/daughter is given some time to study at home, please refer to our prelim timetable, consider the days you wish to request and then click on the link below. This will take you to an online survey. Please complete this as requested. Your response will then be passed to our admin staff who will then update your son's/daughter's attendance records. The final date for us to receive requests is **CLOSE OF SCHOOL ON THURSDAY 22nd DECEMBER**. Any pupil not in class and not signed out by a parent will be subject to normal attendance protocols.

<https://www.surveymonkey.co.uk/r/JGGLDW8>

This approach to the prelim diet was tabled at Parent Council on 7<sup>th</sup> December and agreed by the Extended Leadership Team prior to that as a strategy to further raise attainment.

Yours faithfully,

A handwritten signature in black ink that reads "F Robertson". The signature is written in a cursive style with a large, prominent 'F' at the beginning.

Miss F Robertson  
Headteacher