



Ripon Grammar School

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10 May 2023

Year 11 Study Leave 2023

Dear Parents and Guardians

We are writing to inform you that the school will allow your son or daughter to begin a period of study leave from 11.00am on **Friday 12 May**. As the GCSE examinations begin on Monday 15 May, we believe that the majority of student will get the greatest benefit from being allowed to prepare at home whilst facilities will be available for those who prefer to work on site.

We recognise that the day when study leave starts has some significance for Year 11 students, despite a high proportion who are not leaving Ripon Grammar School as they intend to continue in the Sixth Form in September. With this in mind we will be inviting all Year 11 students in school on that **Friday 12 May** from normal start time to attend a short leavers' assembly with their form tutors and other staff. After this pleasant occasion, the students will be dismissed to commence their study leave around 11.00am and we would expect them to leave site at this time.

We will be speaking to the year group in an assembly to outline our expectations concerning study leave. Unfortunately, some students, here as elsewhere, can misjudge the mood of the day and let themselves down by inappropriate behaviour and actions. The difficulty is always one of recognising that the day is slightly different, with a celebratory atmosphere intended to mark their time together as a year group, whilst also ensuring that students do not cause disruption on what must be, after all, a normal working day for other students in the school.

Therefore, we thought that it would be helpful if we clarified the expectations which can be summarised as follows:

- Appearance – we would like students to attend in normal, non-uniform attire (casual but appropriate for school). We will not accept students who are inappropriately dressed to arrive on site and therefore they will not be able to take part in the celebrations. It is traditional for students to bring a school shirt for signing by their peers/teachers and they are encouraged to bring one for this purpose*.
- Behaviour – any behaviour that disrupts the normal working of the school day or inconveniences students or staff will not be accepted or tolerated. Such behaviour will not be permitted and students will be withdrawn from any celebrations, and parents will be requested to collect students immediately. This has not been an issue in the past but always feel that it is important to re-iterate our expectations and help students in making appropriate decisions.

* Please note that if a student wishes to remain on site for the rest of Friday 12 May, they should notify Mrs Colville-Robins in advance and a full change of uniform will be expected by 11:30 on that day.

Throughout study leave, teachers may be available at their normal lesson times up to May half term should any student wish to seek subject advice or guidance during study leave. It would be advisable if they contacted their teachers in advance to check on the teacher's availability. Throughout Study Leave, supervised study rooms will be available for quiet study – students will be provided with a rota to help their planning and they must sign in at reception by 9:00 am. Students will then be able to use A1 until the study rota commences at 9:15. Full uniform is expected and students should then follow the normal school day timings. **Once signed in students should only sign out to go home – they are not permitted to leave site for any other reason.**

Students completing examinations will not need to sign in (the examinations register will notify us that students are on site) and they will have 15 minutes to leave site after examinations unless they intend to stay. If they do decide to stay, students must sign in at reception and utilise the study rooms, following the guidance outlined above.

Headmaster: Mr. Jonathan M. Webb, MA (Cantab).

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We hope that you welcome this information and that the guidance is clear. We appreciate your support in helping us to ensure that Year 11 begin their study leave in a positive and pleasant way as has been the case in recent years.

If you have any queries or concerns please do not hesitate to contact me by email at hoy11@ripongrammar.com

Yours sincerely

Mrs Colville-Robins
Head of Year 11