



St Benedict's

Catholic College

JSA/TCR

15th March 2024

Dear Parent/Carer

Re: Year 11 GCSE attendance, final events and arrangements

We look forward to welcoming you to our year 11 family Mass on Wednesday 24th April 2024 at 6.00 pm – 7.00 pm. There are a number of other reminders I need to share with you and thought it would be helpful to have them all in the same letter, well in advance.

During the Easter holidays we are offering GCSE revision provision for our four core subjects that will take place during the mornings of Thursday 11th April and Friday 12th April 2024. On all three mornings, core revision will be offered as a three-group rotation from 9.30 am until 12.30 pm with a 15-minute break at 11.20 am. Students should arrive from 9.15 am and wait at the picnic tables in the outdoor dining area. From there, teaching staff will organise the students into three groups to support with the rotation. We expect all students to be punctual to all sessions they attend and work in the groups allocated. As our kitchen is closed, we advise students to bring their own refreshments. A digital sign-up form will be sent to all year 11 students by email in order for them to indicate which days they can attend and details and the timetable will be shared in our weekly newsletter.

Attendance at college remains compulsory until after students' final core GCSE exam on Friday 14th June 2024. The following week only students who have exams in Music (Listening and Appraising), D&T and Food & Nutrition should attend as normal.

Our carefully crafted timetable of GCSE support, including revision breakfast sessions and study masterclasses is in addition to your child's existing, five-period day. This has been put together to effectively support our young people in the final days and hours before these pivotal examinations. Our experienced pastoral team are available throughout the day to support students with their well-being as they navigate this challenging time in their learning journey.

I am sure you recognise the importance to the college for any books loaned to students to be returned and we would be most grateful for your cooperation with this. In order to make the process as straightforward as possible, we have designated Wednesday 19th June 2024 as a suitable day for this to happen when students will be coming in at 2.00 pm for their leavers assembly.

I appreciate that there are a few examinations taking place after this date and that books will still be needed for revision. These books can, of course, be handed in later, after the examinations in those subjects. Laptops can be kept however, if you feel it won't be used we would welcome them to reuse in college.

Students are also asked to bring back locker keys to the office.

Should you wish to have any catering balance refunded, please email admin@stbenedicts.essex.sch.uk by Friday 28th June 2024. Please be aware that once the refund has been processed in ParentPay, you will need to login to your ParentPay account and request that the balance is refunded to you. Requested refunds for catering balances will be processed by the beginning of August. You will receive an email to confirm that this has been done. Any balances not returned will be donated to the college support fund, which is used to support trips and visits.

This year the Prom will be take place on Friday 12th July 2024 at The Essex Golf & Country Club, Earls Colne, CO6 2NS from 6.30 pm to 11.00 pm.

Year 11 examination results will be issued in the Sports Hall from 8.30 am – 10.00 am on Thursday 22nd August 2024.

If your son/daughter is unable to collect their results in person, they should email admin@stbenedicts.essex.sch.uk from their St Benedict's email address to inform me of the email address they would like their results sent to. In this instance, results will be emailed out to students on the afternoon of results day. Alternatively, if they would like someone to collect their results, they will need to provide written consent confirming the name of the person they are authorising to collect them. It will not be possible to provide results over the phone.

We will share results with resident and non-resident parents on request. Such a request will need to be made by emailing admin@stbenedicts.essex.sch.uk and will be forwarded to our data protection team to respond. We will only share anonymised results with the press without consent.

Finally, presentation evening will be held on Thursday 28th November 2024, when students and their families are invited to return to receive their GCSE certificates. Further details of this event will be sent to you in due course, but advance notice is always helpful.

As with any other matter, please do not hesitate to contact me with any specific concerns via my Personal Assistant, Miss Crawford, via the college office.

Thank you as always for your continued support.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'J E Santinelli', written in a cursive style.

Mrs J E Santinelli
Principal