

Westbourne Academy

Marlow Road T 01473 742315
Ipswich F 01473 464825
Suffolk E office@westbourne.atrust.org.uk
IP1 5JN W www.westbourne.atrust.org.uk



Principal - Mr Garry Trott

Our ref: MBo/CWa
1st March 2017

Dear Parents/Carers

Year 11 Revision Information Evening – Tuesday 14th March (6.00 – 7.00 pm)

You and your child are invited to attend the GCSE Revision Information Evening on Tuesday 14th March at 6:00pm in the Main Hall.

During the evening, parents and students will be given useful advice with regards to preparation for exams and the types of revision materials which are available to ensure you can best help your son/daughter over the coming weeks. A number of students who left Westbourne Academy last summer will be in attendance to share their experiences on revision and taking exams.

Enclosed with this letter you will find a timetable showing details of the subjects for which your son/daughter has been entered.

In order to qualify for entry to any examination, a student must satisfy the basic requirements of the course. If, subsequent to being entered, your son/daughter fails to provide the work necessary through lack of effort or fails to arrive at a written paper without a valid reason, they will be considered to have withdrawn themselves from the qualification. As the fees are non-refundable you will be liable for the cost of up to £50.00 per qualification should this situation occur.

It is essential that you take the time to check all the details very carefully before signing and returning the acknowledgment slip. A parental and a student signature is required as an acknowledgement that both **examination entries** and your child's **personal details** are correct and it is agreed that the student will be taking the qualifications as listed. Please note **personal details** must show **legal names**, as stated on your child's birth certificate and/or passport. Qualification certificates will be printed from these details and are legal documents.

Full details of examination regulations can be found in the Handbook which was issued to your son/daughter in September 2016.

Please ensure that the enclosed acknowledgement slip is returned to your child's Form Tutor by Friday 10th March at the very latest. If you have any questions or concerns regarding exam entries then please do not hesitate to contact the Examination & Assessment Officer, Mrs C Wastell on 01473 466108.

Yours faithfully,

Mark Bouckley
Vice Principal

Encs



**Information**

This is a letter about important school information. If you are unable to read this information because English is not your first language, please ask someone who speaks English to contact the school on 01473 742315 or email office@westbourne.attrust.org.uk

Lietuvių kalba/Lithuanian – Informacija/General information

Tai laiškas apie svarbią mokyklos informaciją. Jei negalite perskaityti šios informacijos, nes anglų nėra jūsų gimtoji kalba, kreipkitės į ką nors, kas kalba angliškai arba kreipkitės į mokyklą 01473 742315 arba el

office@westbourne.attrust.org.uk

Polski/Polish – Informacja/information

Jest to pismo o ważnych informacjach o szkole. Jeśli nie możesz przeczytać tej informacji, ponieważ angielski nie jest twoim pierwszym językiem, poproś kogoś, kto mówi po angielsku, lub skontaktuj się ze szkołą 01473 742315 lub e-mail office@westbourne.attrust.org.uk

Em português /Portuguese – Informações/information

Esta é uma carta sobre informações importantes sobre a 2scolar. Se você é incapaz de ler esta informação, porque o Inglês não é sua língua 2scola, por 2scola, pergunte a alguém que fala Inglês deve contactar a 2scolar 01473 742315 ou e-mail office@westbourne.attrust.org.uk

Limba română/Romanian – Informații/ General information letter

Aceasta este o scrisoare cu privire la informații importante școlare. Dacă nu puteți citi această informație pentru că engleza nu este prima limbă, vă rugăm să întrebați pe cineva care vorbește limba engleză trebuie să contacteze școala 01473 742315 sau e-mail office@westbourne.attrust.org.uk

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**WESTBOURNE
ACADEMY**

Year 11 Summer Exam Series 2017

Acknowledgment Slip

[Please complete, sign and return to your Form Tutor no later than Friday 10th March 2017. Thank you.]

Student Name: _____ Form: _____

1. ENTRIES

We/I confirm the examination entries made are correct.

Parent signature: _____

Name in Print: _____

Student signature: _____

2. REVISION EVENING – TUESDAY 14th MARCH 2017 AT 6PM

As well as the student named above, we confirm the following will be attending the above event:

Please tick

Unfortunately we are unable to attend the revision evening event.

