



Dr. M.T. Gareh
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22nd November 2018

Dear Parent/Guardian,

We have carried out a review of good working practice with a particular focus on looking to make those small gains that will help our pupils be as prepared as they can be for their GCSEs. Recently we brought in an external speaker from 'Positively Mad' to work with Year 10 and Year 11 in specific areas.

Year 10 focused on revision skills and strategies to learn factual information entitled 'Exam Busters and GCSEPod'. GCSEPod is something we subscribe to each year and it has a huge number of subject specific Podcasts which are designed to help independent work and revision. It also has the capacity for assignment setting, which teachers can use to set assignments which can be linked to those Podcasts.

Year 11 were reminded about those strategies and use of GCSEPod but the focus was on specific preparation for the exam season and covered 'Exam survival, independent learning skills, a growth mindset and academic resilience'.

Following on from this, from the start of the Lent Term we will be looking to encourage pupils to work in a way that mirrors the conditions they will face when revising for and carrying out their GCSE exams. This enables them to focus on their actual exams and subject knowledge and understanding, rather than all of the other small changes to routine and new distractions that would normally detract from their performance at this time.

Therefore, we will expect all pupils to have a **clear pencil case** with the basic equipment that they will need and they must bring this to every lesson so that they are familiar with what is required and it becomes part of their normal routine. We have clear pencil cases and basic equipment available to purchase from the exams secretary/librarian based in the library to help. The librarian does not stock calculators which are of course essential for maths, sciences and other subjects however, they can be purchased from the tuck shop.

We would encourage revision to take place without music playing as they will not be able to listen to music in an exam.

Carrying a water bottle with water in it and keeping hydrated during the day is very important, as is managing your time so that work can be completed for extended periods without any disturbances. Some exams can last for well over the length of time of one of our double lessons (70 minutes).

Having a **bag** to carry the necessary and correct books and files, a pencil case and water bottle, is also something that we would recommend. This enables pupils to prepare for the day and arrive in lessons confident that they have all the tools necessary to fully engage and learn in one place, thus minimising the problems of forgotten prep or workbooks etc., which detracts from the teaching and learning experience for all.



Finally, pupils in Years 7-13 have been completing the Online Safety Alliance Certificate of Achievement this term as part of our push to help them manage their digital footprint and cope with the personal and social aspects of education that need to be addressed. It highlights and gives advice on some of the potential issues surrounding the use of Social Media.

As mentioned in Dr Chatterjee's letter, a parents' version is available which touches on some of the most recent and relevant issues we face as parents. The associated PDF file gives you some more information and details of how to login and complete your own abridged version of the certificate. Your enrolment key is: **elles**

Yours sincerely,

A handwritten signature in black ink, appearing to read "M. G. Carl".

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