



CRAIGROYSTON
Community High School, Edinburgh

67 Pennywell Road, Edinburgh, EH4 4NL

Tel: 0131 477 7801

Email: admin@craigroyston.edin.sch.uk

Web: www.craigroyston.edin.sch.uk

Head Teacher: Shelley McLaren

March 2022

Dear Parent/Carer,

Examination Leave 2022

After a challenging two years, our young people are preparing to sit their SQA exams. We know it has been a difficult and uncertain time for our pupils but, as always, they should be very proud of themselves - they have been working very hard and making use of all the resources available to them. Regardless of the results they achieve (which will no doubt be outstanding!), we know that in the lead up to the exams they have tried their best and that is the most important thing.

Below there are details about study leave, the last day for S6s, Mega May and exam protocol.

This year, SQA exams begin on **Tuesday 26th April**. Pupils will receive their exam timetable today and from this they will know their exam leave allocation of which there are details below:

S4 Pupils

4+ N5s	Full study leave
1, 2 or 3 N5s	Three days prior to the exam day and the exam day
N3/N4 only	No study leave (follow Mega May timetable which is detailed below)

S5 Pupils

2+ Highers	Full study leave
1 Higher and 2 N5s	Full study leave
3 N5s	Full study leave
1 or 2 N5s	Three days prior to the exam and the exam day
N3/N4 only	No study leave (follow Mega May timetable which is detailed below)

S6 Pupils

The last day in school for our S6 pupils is Wednesday 27th April (unless they are doing any of the subjects listed below) so they will therefore have full study leave. More information will be distributed about the celebratory plans for the S6s' final day in school.

Our study leave will begin on **Thursday 28th April** meaning that the last day pupils will be in school will be **Wednesday 27th April**. However, due to the number of days allowed off before exams to allow for preparation, if pupils are sitting the following subjects, they will not be in school prior to the exam as detailed below:

N5/Higher Geography

Exam Wednesday 27th April

Last in school prior to exam Friday 8th April

Higher PE

Exam Thursday 28th April

Last in school prior to exam Friday 8th April

N5/Higher Chemistry

Exam Friday 29th April

Last day in school prior to exam Monday 25th April

Please note that pupils are welcome in school at any time during the exam diet to study for exams. They may also want to make separate arrangements with teachers to come in for extra support or assistance.

Mega May

During the exam diet, all pupils in S4-6 **who are not on exam leave** will be taking part in a programme of events called Mega May.

Mega May will begin on **Thursday 28th April**. This exciting programme of events is designed to give pupils experiences and skills that will be useful for them in the wider world.

S4-S6 pupils not on exam leave should attend school and faculties at the following times:

Period	1	2	3	4	5	6	7
Monday		PSE	Maths	Maths	Social Subjects	Social Subjects	Social Subjects
Tuesday	HE	HE	English	Languages	Languages	Expressive Arts	Expressive Arts
Wednesday		Maths	Maths	Science	Science	PE	PE
Thursday	Expressive Arts	Expressive Arts	English	English	English	Languages	
Friday	Science	Technologies	Technologies	Social Subjects			

During this time, pupils will take part in a suspended timetable of alternative activities which are different from their current timetable. This will include activities both in and out of the school.

Examination Protocol for Pupils

Please find below important information regarding expectations on the day of each exam:

- all candidates should wear school uniform when sitting exams
- pupils should arrive **20 minutes before** their exam is due to start and wait to register
- they should check the bulletin board for name and seat number
- ensure that they bring the necessary equipment
- only bottled water should be taken into the exam

- mobile phones and smart watches should not be taken into the exam
- all coats and bags must be placed in a designated area which they will be told on the day
- pupils should not talk or distract others whilst in the exam
- if the invigilator feels that a candidate's behaviour is not acceptable then they may be asked to leave the exam
- if they have a problem during the exam, they should put up their hand to alert the invigilator
- pupils may not leave the exam hall/room without permission from the invigilator

Sickness on the Day of the Exam

If your child is unwell and unable to attend the exam, please contact the school office as early as you can on the morning of the exam. A medical certificate will be required from your GP for the purposes of appeals.

Start of the New Timetable

The last exam is **Wednesday 1st June**. All pupils should attend school from **Monday 6th June** for the start of the new timetable.

I am aware that I have shared a range of information so please do not hesitate to contact me on 0131-477-7801 or email me at Shelley.McLaren@craigroyston.edin.sch.uk if you have any questions or queries.

Kind regards,

Shelley McLaren

Head Teacher