

Parents of Years 7 to 11

Dear Parents and Guardians,

30th September 2014

Firstly we the team at Oxford would like to wish all parents who are celebrating Eid, **Eid Mubarak!** Our first five weeks have flown by and we are already at that point in the year when our pupils will be starting to prepare for their upcoming exams.

As we close this half term, I would like to highlight a few key points as listed below.

Key dates for your diary:

- **Sun, Oct 12th, 2014:** School re-opens after Eid holiday
- **Thu, Oct 23rd, 2014:** Term 1 Interim Reports are issued to Parents
- **Thu, Oct 30th, 2014:** Parents' Day and Book Fair (**no school for students**)

Pre-mock exams:

All our Year 11 students will be sitting their Pre Mock exams in after the holidays. It is vital that all pupils are present for these examinations which are a mock of the real exams that they will be taking in May. Please advise your child that formal exam conditions will apply and any pupil that does not abide by the exam conditions will be penalised. Any pupil who is absent will be awarded a 'FAIL' for the exam. As an exam centre we are required to send the estimated grades to Cambridge Examination Centre as part of their requirements, thus we ask pupils to prepare well for these examinations. A timetable for the exams will be issued closer to the exam series.

Allow me to take this opportunity to remind our parents of the following important daily procedures:

- No parents are allowed into the school building (corridors and classrooms) during school hours
- The school day starts at **07:30am sharp**, and ends at **13:55**. Please have your child/ren at school on time, as they will be missing-out on important work should they arrive late
- Parents are requested to collect their child/ren **as soon as possible**. We still have far too many children waiting for their parents for over an hour after school. They are tired and need to get their homework done.
- **No parent will be granted permission to collect their child/ren early without documented proof of appointments, or a typed, printed letter in English, requesting permission to early leave for your child/ren**

We hope that you all have a restful break and we will look forward to seeing our students after the half term break.

With regards,

Mr Arafat Q Hingora

Head of Secondary