



Acting Head Teacher:
Douglas Morgan

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14th May 2021

Dear Parent/Carer of S4 pupils,

I hope this letter continues to find you and your loved ones safe and well.

Senior Assessments, School Leavers and Skills Development Scotland Information

As we move towards the end of the academic year we are keen to share with our young people and their families the arrangements for our senior pupils over the next few weeks.

As you will see from the table below S4 pupils are currently in the second assessment window and this is scheduled to finish for them on 24th May. From 25th May senior pupils who have completed all their assessments and relevant coursework are no longer required to attend.

Leaving Arrangements

The Young Person's Guarantee (Scottish Government Commitment) offers all young people aged 16-24 the opportunity of exploring options such as:

- An apprenticeship
- Fair employment including work experience
- Participating in a formal volunteering programme
- Training
- Going to university or college

On **Thursday the 3rd June** we will be working closely with our partners in Skills Development Scotland (SDS) and Community Learning to support the leaving process and ensure that we are fulfilling this commitment. Whilst work is already underway to support post school positive destination, on this date all school leavers (S4-S6) should attend to **officially sign leaver forms** and confirm that post school plans are in place. Completed forms are required to remove a young person from the school roll. Where appropriate, House Teams and partner agencies will continue to contact and work with young people over the month of June to help support this transition process. This will include phone calls and meetings with Skills Development Scotland Careers Advisers, who will continue to work with school leavers throughout the summer months and in to the future. Arrangements for leaver forms are as follows:

P1	Arran House
P2	Bute House
P3	Cumbræ House
P4	Davaar House

Leavers only need to attend for the period indicated.

S4

Date	Event / Activity
24 th May	Last day of scheduled assessments for S4 pupils.
25 th – 26 th May	Period for pupils to carry out missed assessments and complete college course assessments. Parents/Carers will be contacted direct if this applies.
27 th May	In-service Day
28 th May	In-service Day
31 st May	Holiday
1 st - 2 nd June	Period for pupils to carry out missed assessments and complete college course assessments. Parents/Carers will be contacted direct if this applies.
3 rd June	S4, S5 and S6 Formal Leavers Day : Lower Hall
7 th June	Return to school for the start of a new timetable. New timetables will be issued at registration. S4 will become S5.

As ever, please do not hesitate to contact us if you have any questions, queries or if you or your young person require any support or guidance.

Yours faithfully,



Mrs R MacKay
Depute Head Teacher
Hermitage Academy