

27th April 2026

Dear Parent/Carer(s)

Re: Year 13 Last Day and Post Study Leave Arrangements 2026

As the Year 13s approach their last day at Ashmole Academy and begin their study leave, I would like to continue the support that we can offer to maximise their achievements. The last day for Year 13 students is **Friday 8th May 2026** and students begin their study leave from **Monday 11th May 2026**.

Many of our students will attend the Sixth Form Dinner on Thursday 7th May 2026 – an opportunity for students to celebrate their time at Ashmole Academy with their friends and members of staff. **Students will begin their last day at break time (11.05am)**, followed by an opportunity to say their farewells to their subject teachers during Lessons 4 and 5.

On the last day, as part of our Sixth Form tradition, students may come into school wearing their old school uniform and sign each other's shirts. Students will spend their afternoon in a leavers' assembly led by the pastoral team, the school day is expected to end at 3.00pm. We hope that all Year 13 students enjoy their last day celebrations and are reminded of the successful years they have had at Ashmole Academy.

Once Year 13 begin their study leave, we invite and encourage students to continue to use the Sixth Form Centre to revise and study should they wish. All students must sign in and out upon arrival and exit, upstairs in the silent study area.

I would like to take this opportunity to remind you of the timings for arrival and dismissal of students during the study leave time period. Please see below for a summary:

- Students should arrive at **8.30am for morning examinations**.
- Students should arrive at **12.50pm for afternoon examinations**.
- Students should arrive into the **Sixth Form Centre** and wait there for instructions from staff.
- Students have been issued with their own timetable indicating their specific seat for each examination, they must check this before the start of the examination.
- Students must bring their own personal examination ID card with them to every examination.

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- Students can only bring the permitted equipment into examination venues.
- Electronic items such as mobile phones and smart watches are prohibited in all examination venues.
- Students are not permitted to wear any form of wrist watch.
- Water bottles are permitted but cannot have labels on them.
- If students have morning and afternoon examination, we recommend that they stay on site and revise for their afternoon examination in the Sixth Form Centre.
- If students are too ill to attend an examination, they need to contact Mrs Perera, Examinations Coordinator, as soon as possible so that we can discuss each individual case and any medical evidence that may be required.

I will update you in the next few weeks regarding a date and time when the Finance Team will be available for students to return their locker keys and any text/library books belonging to the school. For students to get their deposit back, the locker key must be the original key they received.

All of the above and attached information will be displayed on Google Classroom for students through the Year 13 page.

Let me take the opportunity to congratulate our Year 13 students on their commitment towards their studies and for the resilience and endeavour they have shown over the course of Sixth Form. On behalf of myself and all of the staff at Ashmole Academy, we wish them every success in both their forthcoming examinations and the future.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S. Das', with a stylized flourish at the end.

Mr S Das

Senior Leader