

# St Joseph's Catholic Academy

A Leading Edge Technology & Applied Learning College  
Mill Lane, Hebburn, Tyne and Wear, NE31 2ET  
Telephone: 0191 428 2700

Email: [Office@stjosephs.uk.net](mailto:Office@stjosephs.uk.net)  
Web: [www.stjosephs.uk.net](http://www.stjosephs.uk.net)  
Fax: 0191 428 4053

**Headteacher: Mr P Mitchell**  
Chair of Local Governing Committee: Mrs G Kilgour



Dear Parent / Carer,

As we approach the final step on your child's journey at St. Joseph's, we would like to remind you of key dates for your diary and examination etiquette.

## **School Photograph**

The year group photograph will be on Monday May 9th at approximately 2pm. All students must attend in their sixth form black and white business wear uniform and wear their lanyard. Details of how to purchase photographs will follow.

## **Leaver's Assembly**

On Friday May 27th at 11.15am, year 13 will have their farewell assembly in the main hall. This will be approximately one hour long. Afterwards students are free to leave for the day.

## **Exams and Exam Etiquette**

All students have now received the overview of the exam timetable, which is also available on the website. This can be found: <http://www.stjosephs.uk.net/school-life/exam-boards/> It is the student's responsibility to arrive at the exam room 10 minutes prior to the start of the exam indicated on their timetable and to be equipped appropriately. Students must have a clear pencil case, a clear water bottle (with labels removed) and black pens only. They cannot take a watch, phone, calculator case or any pieces of paper into the exam room; students must place these into their lockers before the exam. Any student who fails to adhere to these rules or distracts another in an exam room risks disqualification from exams. It is very important for students to maintain a regular routine during the exam period, including a sensible bedtime and having breakfast before morning exams and lunch before afternoon exams.

The exam boards have designated Wednesday 29th June 2022 as a 'contingency day' for examinations in the event of national or local disruption to examinations. Students must be available to sit exams on this date.

## **Return of Equipment**

Once the exams are completed students should return any school equipment they have borrowed. If your child was issued a school laptop to complete independent work, these must be returned to the main reception by the date of their final examination. If they do not return this then they will lose their place at prom.

For students who have received revision guides and stationery through bursary, we kindly request these are returned to Mrs Curry so that we can reallocate them to other students.



**Bishop Chadwick**  
Catholic Education Trust



**Caritas Christi Urget Nos**  
**'The love of Christ spurs us on'**

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## **Prom**

The year 13 prom is Friday 1st July at The County Hotel in Newcastle, starting at 7pm. The full amount needs to be paid by June 6th via parent pay.

## **Results Day**

A Level results day Thursday 18th August from 08.00am - 11.00am in the main refectory area. Students must come in person to receive their results. If your child is on holiday and needs someone to collect the results on their behalf, your child needs to make this request in writing via email prior to the summer holidays, clearly naming the person who will be collecting the results. This letter should be addressed to Mrs Stewart: [stewartg@stjosephs.uk.net](mailto:stewartg@stjosephs.uk.net).

## **What to do if I don't get my expected grades**

Firstly, do not panic. Students should speak to a member of SLT or sixth form pastoral team who will be present on results day and we will support them.

Thank you for choosing St. Joseph's Sixth Form for your child: it has been a privilege to be part of their journey.

Kind regards,

Mr P. Mitchell  
Head Teacher

Mrs C. Curry  
Assistant Head Teacher and Head of Sixth Form.



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