

SOUTHEND HIGH SCHOOL FOR BOYS

ACADEMY GRAMMAR SCHOOL

Prittlewell Chase, Southend-on-Sea, Essex, SS0 0RG
(01702) 606200 enquiries@shsb.org.uk www.shsb.org.uk

Headteacher: Mrs R V Worth



17th March 2026

Dear Parent/Carer

The Year 12 Hall Assessments will begin on **Monday 20th April** (week 28). The exam timetable has been shared with students and is also attached for your reference. Please note that students will be taken into the exam hall 15 minutes before the scheduled start times of 8:45 am and 1:00 pm. They should therefore ensure they arrive in plenty of time and are ready from 8:30 am and 12:45 pm. Students are encouraged to speak with their teachers regarding the content, structure, and expectations for each assessment.

Please be aware that students will be permitted study leave during the week of their assessments. During this time, they are not expected to attend taught lessons or be on site except for their scheduled assessments. For official purposes, study leave is recorded as an authorised absence, which may affect attendance statistics on their reports; this is nothing to be concerned about.

If students wish to use school facilities during study leave, they are very welcome to do so, but we ask that they sign in using the sheets outside the sixth form office. Teachers will remain available during timetabled lessons for support. To make the most efficient use of lesson time, students should arrange any support in advance with their teachers.

We appreciate your support in ensuring full attendance and punctuality for these assessments. Should your child be unwell during an assessment, please report this to the school in the usual way by either telephoning the absence line or emailing attendance@shsb.org.uk as soon as possible.

If your child is feeling particularly anxious about the assessments, please encourage them to speak with a member of the pastoral team. Further advice for supporting your child with revision can be found here:

- [Revision Timetables](#)
- [Helping Your Child With Revision](#)
- [Making Study Easier](#)



Students will then return to school on **Monday 11th May**. The period in between will be designated as our Future Focus Fortnight, during which students will be encouraged to take part in a range of activities designed to support their personal development and future planning. Further information about this will be provided during our Post-18 Information Evening on Wednesday 15th April (letter to follow) but in the meantime, we would encourage students to start researching and applying for suitable work experience placements if this is something they are interested in doing. Many companies offer their own schemes, so thorough research is essential to find suitable opportunities. Please advise Mrs Hamilton (ceh@shsb.org.uk) if you gain a placement as there is an online form for employers to complete.

If students are unable to secure face to face work experience there is the option of virtual work experience, the number of opportunities has increased hugely over recent years. We are linked with two organisations who offer a wide range of free virtual and face-to-face work experience and university activities: [Springpod](#) and [Futures for All](#) . We are also a partner school with [InvestIn](#), which offers immersive day experiences across a variety of careers. Students can receive a 10% discount by using the code SHSB10 when booking.

Please note that students should already be aware of these opportunities, as they regularly receive emails from Mrs Hamilton with information about work experience, apprenticeship opportunities, university open days, masterclasses, gap years and careers. We would encourage you to ask them to share this information with you where appropriate.

The Sixth Form team would like to take this opportunity to wish all Year 12 students well in their preparations and encourage them to take full advantage of every remaining lesson and revision session to achieve the grades of which they are capable.

Thank you for your continued support.

Yours sincerely,



Mrs L. Ryan
Head of Sixth Form
Southend High School for Boys