

Viewforth High School

Windmill Community Campus, Windmill Road, Kirkcaldy, Fife, KY1 3AL



Head Teacher: Lisa Moore

Depute Head Teachers: June Greig, Alistair Stewart, Jack Wilson

29 March 2022

Dear Parent/Guardian

Easter Study School / Study Leave / Masterclasses

Viewforth High School has organised Easter Study School for senior phase pupils during the first week of the Easter Holidays. We have also planned for sessions prior to the N5, Higher and Advanced Higher Exams, an opportunity for pupils to attend a Masterclass in that subject with a subject specialist. The aim of these sessions is to boost the progress of study for pupils and hopefully to iron out any last minute concerns/techniques.

Study Leave is from Monday, 25 April to Wednesday 1 June 2022 (inclusive). All pupils are expected to be back in school for Thursday, 2 June 2022.

The Easter Study School option sheet and the subjects available, along with the proposed Masterclasses are now available for you to see on the school website.

Our expectations for pupils during this time are:

Easter Study School:

- 1 All pupils must turn up **promptly** for the sessions for which they have signed up. Pupils should **sign in** and **out** at the school office for health and safety reasons. There will be a daily sheet for this purpose.
- 2 Pupils are **not** required to wear school uniform for Easter Study School.
- 3 Illness should be notified to the school in the normal way. This will enable teaching staff to make best use of the time allocated.
- 4 Pupils should bring books, paper, pens and other materials that they would normally use in these classes.
- 5 There will be a short interval so it may be advisable to bring a snack.
- 6 Normal standards of conduct and courtesy are expected. Teaching staff are giving up their holiday time to make these opportunities possible.

Masterclasses and Exams

- 1 School Uniform must be worn at all times when in the school building during a normal school day.
- 2 Pupils should bring appropriate equipment for the subject eg scientific calculator
- 3 Normal standards of conduct and courtesy are expected when in the school building.
- 4 Pupils should arrive at the exam hall, at least 10 minutes before the exam begins
- 5 Mobile phones and smart watches are prohibited by the SQA and must be left at home.

If you have any questions regarding the above, please do not hesitate to contact the school either by phone or email.

Yours faithfully

June Greig
Depute Headteacher