

GCSE Course and Examinations Policy

Pupils are expected to:

Complete coursework by the given deadline.

Complete work to a standard which reflects their ability.

Behave in the appropriate manner at all times enabling effective learning to take place.

Parents have a responsibility to:

Pay the appropriate School Fees by the due date.

Pay the required Entrance Examination Fees by the due date.

Pay Withdrawal Fees by the appropriate date if necessary.

Co-operate with the school with regards to late work.

To ensure that pupils have a quiet area where they may complete their studies.

To ensure that all the relevant equipment is supplied to the pupil for the course that they are undertaking.

To contact the school if a pupil maintains that homework has not been set.

Staff have a responsibility to:

Prepare lessons and materials appropriate to the needs of the pupils and course.

Deliver the necessary material in the most effective way possible for the individual.

Support each pupil with regards to difficulties, should they arise.

To contact the parents, via the school office, if homework/coursework is late on two consecutive occasions.

Reminders:

◆ Study Leave. Priory School does not allow Study Leave. ALL study takes place in school during the Examination period so that staff are available. We alter the timetable during this period to benefit the GCSE pupils.

◆ If coursework is not completed by the due date, candidates will be withdrawn from the Examination.

◆ All Fees must be paid by the required dates.

◆ Pupil behaviour is of paramount importance in lessons, thus if disruption occurs a pupil maybe withdrawn from a course at the school's discretion.

Appeals:

If a pupil wishes to appeal against an examination grade the school will forward the complaint to the relevant board. The monetary cost will be payable by the student/parent.