



# MAGDALEN COLLEGE SCHOOL

FOUNDED BY WILLIAM OF WAYNFLETE, 1480

From the Head of Sixth Form Dr C. G. Pearson

19 April 2018

Dear Parents

With only a short time to go before study leave, there are a few things I would like to draw to your attention to.

## UCAS and University Entrance

### Firm and Insurance Offers

Most pupils have already decided which offers they wish to accept as their **firm and insurance** choices. I would remind pupils that if a candidate achieves the A-Level grades required for their **firm** (i.e. first) **choice**, this becomes the university place they will take up. They cannot at this stage decide to go to their insurance offer if they have met the terms of their firm choice.

If results are either dramatically better or worse than anticipated, Housemasters, Mr McDonald and I will be available for advice on results day (see below).

### Reapplying next year

For a variety of reasons, some pupils may wish to turn down their offers and reapply next year, once final A-Level results are known. If so, they will need to fill in another UCAS form in September. The school supports post A-Level applicants as much as we are able, and we have had good success rates in recent years. All UCAS re-applications for Oxbridge and Medicine must be completed by **Friday 21<sup>st</sup> September**, to allow time for the UCAS team to process them. Any UCAS re-applications are at a small cost, and a cheque (made out to the school) needs to be with us before the form is sent.

## Exams and Study Leave

### Last days of teaching

The last timetabled lesson will take place on **Thursday 17<sup>th</sup> May**. We have a number of events planned to make pupils' final days enjoyable, while allowing the rest of the school to carry on as normal. The events are as follows:

**Thursday 17<sup>th</sup> May:** BBQ, informal group photo and 'bouncy fun' on School Field. In the evening, there will be a drinks reception for Leavers' parents in the Rose Garden from 6pm, for which I believe you have already received an invitation.

**Friday 18<sup>th</sup> May:** breakfast for the Leavers, followed by a service for leavers and staff in the College Chapel, formal photographs, the leavers' revue in Big School and finally lunch with their housemasters in restaurants around town. You will receive a letter from your son or daughter's housemaster with further details on this.

I am sure it does not need to be said, but we want to celebrate the end of the Leavers' time at MCS in a positive spirit. It is very rare that we have pupils who abuse this, but they should be

aware that offensive behaviour or gratuitous damage can lead to exclusion from the Leavers' Ball and other end of year activities and events. I am sure that this will not be necessary this year.

### Study leave

Study leave begins on **Friday 18<sup>th</sup> May**, after lunch. Although this is when normal lessons cease, pupils can still work in school after this date, during normal school hours, and teachers will do everything they can to provide extra help. We will run a revision programme for U6th from **Monday 21<sup>st</sup> May to Thursday 24<sup>th</sup> May** when further targeted help will be available. We will be in touch individually with those pupils who we think will benefit from this.

Pupils are reminded that if they are coming into school for exams or revision sessions they need to wear school uniform and to sign in and out, as normal, using the biometric system.

We aim to keep the extra-curricular life of the school going as far as possible during study leave. We therefore expect that pupils involved in music and sport will continue to attend practices and rehearsals. We understand that sometimes this will not be possible, but we do ask that pupils check with their teachers or coaches to find out what their commitments are, and to highlight potential clashes.

### Public Examinations at MCS – a reminder

- a) Pupils must ensure punctuality by arriving outside the examination room *no less than fifteen minutes before their exam session is due to start. All exams will begin promptly at 9.00am (morning session) or 1.30pm (afternoon session).*
- b) We advise that parents keep a duplicate of the public examination timetable in order to minimise the risk of pupil error. This can be accessed from the school's website, via the parent portal.
- c) In the case of absence due to illness, or circumstances requiring an appeal to the Examinations Board for special dispensation parents should immediately contact Mrs Fleming, the School's Examination Officer.
- d) All candidates must comply with the school dress code throughout the examination period. Anyone inappropriately attired may be refused entry into the exam.
- e) If, for any reason, a candidate decides to withdraw from a module once Exam Leave has begun, they should contact Mrs Fleming as a matter of urgency by email: [jfleming@mcsoxford.org](mailto:jfleming@mcsoxford.org)

### **After the Exams**

#### Book and locker key return

Before the holiday begins in July it is important that textbooks, library books, locker keys and any other equipment belonging to the school are returned so that additional charges are not added to school bills. There is a time set aside for this on **Thursday 28<sup>th</sup> June** from 11:20am until 1:00pm. Library books should go back to the Library, and everything else should be handed in to the departments after collecting a returns form from the Sixth Form team in the Sixth Form Common Room. Exact details will be sent to your son or daughter by email once the bulk of their exams are over. Books may, of course, be returned before this final date to the relevant

Head of Department, but if this is the case, pupils must ensure they get the books signed for; there will be a simple form emailed in due course. Failure to return the correct books assigned, will result in a charge for that book.

### End of the summer term

There are plenty of events after the final A-Level papers towards the end of June, and we very much hope to see lots of pupils taking full advantage of the final two weeks of term, which should be a very enjoyable end to their time at MCS. Sports Day takes place on **Friday 6<sup>th</sup> July**, while cricket and tennis fixtures, as well as musical commitments, continue as normal. The Arts Festival will run from **Saturday 23<sup>rd</sup> June** to **Saturday 7<sup>th</sup> July**.

**Saturday 7<sup>th</sup> July** is the final day of term, and all U6th and their parents are invited to the Commemoration service, and the lunch that follows, in the marquee at school. Formal invitation to follow. I hope all the U6th will also want to attend the U6 Leavers Ball, also in the marquee, that evening.

### A-Level Results Day

Further ahead, **A-Level results are due on Thursday 16<sup>th</sup> August**. Pupils should be in school on that morning at 8.30am (in the Dining Hall), in case there are any problems with their university offers. It is important that your son or daughter is in Oxford to receive their results; there can be things to sign or perhaps urgent telephone calls to make. Universities will not deal with parents, teachers or friends, only with the applicants themselves.

If an alternative arrangement needs to be made (whether posting the results or phoning), please contact Mrs Fleming. For obvious reasons, we are not keen to release candidates' results, other than in person, without being sure that this is what they want. A prior arrangement is therefore very helpful to prevent frustration on the day.

It is worth pointing out that pupils can also check UCAS Track online on the same day (they will need their passwords): this will give information on whether university places have been confirmed (sometimes even if offers have technically been missed).

Finally, may I take this opportunity to wish your son or daughter all the very best in the run-up to their A-Level examinations. I also look forward to seeing you at the drinks for Leavers' parents, on Thursday 17<sup>th</sup> May and at Commemoration on Saturday 7<sup>th</sup> July.

Yours Sincerely



Colin Pearson