



25 March 2022

Dear Parent/Carer

S4-S6 SQA Information and Exam Leave 2022

Pupils in S4-S6 are currently completing their courses and preparing for final SQA exams. Please find below some important information which pupils received during our Year Team Briefings this week.

Exam Leave Information

Please find overleaf the key dates for S4-S6 pupils during the SQA exam diet. Exam leave for pupils is granted for revision purposes and pupils can choose to work at home. However, study facilities will be available in school throughout this period and pupils should make arrangements with their teacher to find out when they can come into school for support. If pupils come in to school for study purposes, they must sign in to the school Reception first and should wear school uniform. Pupils studying 4 or more National 5s have full exam leave, as do all S5 and S6 pupils. Pupils with 1, 2 or 3 National 5s are entitled to 2 days before each exam for study and also the day of the exam.

Meaningful May

Pupils studying qualifications without exams (National 1-4, NPA, Skills for Work courses) will complete any outstanding work immediately after the Easter break. Meaningful May is a flexible programme of work experience for some S4-S6 pupils during the exam period. Pupils may wish to find their own work experience provider or work with their Pupil Support Leader to obtain a meaningful experience during the month of May.

Study Support

As in previous exam years, we will publish a schedule, where pupils can attend study support in the lead up to their exam in each subject. Each department will highlight to pupils the arrangements for these sessions and we will send the information home in our Craigmount Update before the Easter holiday. Our Easter revision sessions are available to sign-up on the school website. In addition to our in school programme, e-Sgoil are offering online revision sessions over the Easter break and all of these offerings are free to pupils.

Individual SQA Exam Timetables

On **Monday 25 April**, all S4-S6 exam pupils will receive a copy of their SQA Individual Timetable. This will contain specific information for every pupil about their exam room and their exam seat number. If there are any issues, then pupils must contact their Pupil Support Leader. They should also have signed up to [MySQA](#) through the SQA Website and be working through their revision plan for the upcoming exams.

SQA Estimates and Tracking Reports

We will issue the tracking reports which will give parents/carers/pupils a final opportunity to see progress, effort, behaviour and homework during the week beginning Monday 4 April. This will contain the final level the pupil will be presented at this year together with their Working Grade, which will be the teacher estimated SQA grade. This grade will be derived from key evidence



produced in assessment window 1&2, together with other pertinent evidence. This grade may be used by SQA, together with the pupil evidence in event of an exceptional circumstance.

Exceptional Circumstances

Occasionally, incidents in life can occur which can impact on a pupil's ability to attend their exam. In these extreme circumstances (usually caused by illness or family bereavement) the school can make a submission to SQA through the Exceptional Circumstances service. If your child is affected by an exceptional circumstance during the SQA exam diet, please contact your child's Pupil Support Leader to discuss this as a matter of urgency. The Exceptional Circumstances service requires verified documentation from a professional such as a doctor and we can provide you with more guidance if this is required. This must be completed prior to any exam and must be with the SQA within ten days of the paper being completed. Anything outwith this timeframe will not be considered.

Key Dates

S4-S6 Year Team Briefings – Tuesday 22 – Thursday 24 March

Final Tracking Report – Week beginning Monday 4 April

S4/S5 Leavers Celebration – Thursday 7 April (14:45-15:35)

S6 Celebration – Friday 8 April (09:30-11:00)

Easter Revision Sessions – Monday 11 April – Thursday 14 April

e-Sgoil Online Revision Sessions – Thursday 7 – Thursday 14 April

New Term Begins – Monday 25 April

Exam Leave Begins – Wednesday 27 April (earlier for Politics/Geography candidates)

May Holiday – Monday 2 May (no exams)

Staff Only Day – Tuesday 3 May (except French candidates)

Jubilee Holiday – Thursday 2 – Friday 3 June

New Timetable (for all pupils) – Monday 6 June

Yours sincerely

Scott Pye
Depute Head Teacher