



Trinity High School  
Glebe Street, Renfrew PA4 8TP  
Tel: 0300 300 1444



Head Teacher: Paul Marshall

Director of Children's Services: Janie O'Neill

Our Ref: PM / LM

Your Ref:

Date: 27<sup>th</sup> February 2024

## **Senior Phase Update – March 2024**

Dear Parent / Carer,

I am writing to you to provide an update with regards to arrangements for Senior Phase students in the lead up to, and during, the Scottish Qualification Authority Examination Diet. I am hopeful that the information contained within the letter will provide you with all the relevant information to date but please do not hesitate to contact your child's Pastoral Teacher or Head of Year should you require any further information.

### **SQA Examinations Diet 2024**

Senior Phase students will return to school for one week after the Easter Holidays. Their last day in school before study leave commences will be Friday 19<sup>th</sup> April. Before this all pupils will receive an assembly, outlining information which is relevant for the smooth running of the examinations diet. They will also be issued with a copy of the 'Your Exams 2024' booklet which will summarise the information given out during the assembly. The main points for consideration are outlined below:

- Exam Timetable - Pupils must check name, address, and date of birth as this is what will appear on certificate. Any changes (for example moving house during summer) must be notified to the office in writing. Pupils must check times and dates on Timetable are correct and arrive in plenty of time for exam - **it is the pupils responsibility.**
- It is also the pupil's responsibility that they are entered for correct exam / level and they must check timetable for accuracy - any queries see Subject Class Teacher / Principal Teacher urgently. If a timetable changes an updated one will be issued.
- Pupils with Alternative Assessment Arrangements will be issued with a revised timetable by Ms Waddell.
- S5/6 - Consortia pupil subjects will not appear on the timetable issued as we are not the presenting school. The Consortia school should issue you with a timetable or check dates / times with Mr Macdonald.



- Exam seating arrangements will be posted on the notice board outside the Assembly Hall, Gym Halls and Library when applicable.
- Mobile phones, music players etc. must be switched off and in bags. Pupils are not allowed to wear a Smartwatch therefore these must be left in their bags.
- Any pupil caught cheating will have their exam paper removed and cancelled. SQA review all forms of cheating and have the power to cancel all your exams results
- Invigilation – The Chief Invigilator and his team are there to ensure that SQA rules are applied and applied fairly. The Invigilation team oversee the exams not the school. Pupils must listen and follow any instructions given. Any pupil disruption to an exam will result in the pupil(s) being removed and exam paper(s) being cancelled and in extreme circumstances all exam entries could be cancelled. The Invigilator is there to assist pupils e.g., forgot pens/pencils, feeling unwell etc.
- **School uniform must be worn even if you are coming into school to study**
- Transport arrangements will be posted outside the Assembly Hall for pupils whose exam finishes after the school day or if the exam is on an Inset Day or School/Public Holiday.
- Any issues in relation to exams please see Mr Macdonald or any member of Senior Leadership Team or Pastoral Support.

## **S6 Events 2024**

We will soon bid farewell and good luck to our Sixth Year Students for this session Their commitment to the school community throughout their time in Trinity is to be admired and we look forward to being able to celebrate this through a series of events:

### **S6 Graduation Ceremony**

On Thursday 18<sup>th</sup> April at 5.00pm we will gather to celebrate the formal end of school for the Sixth Year Students. This ceremony will be an opportunity for pupils to lead guests through a celebration of their six years in Trinity. We look forward to welcoming Sixth Year pupils and their family to this event.

As well as receiving their Trinity Leavers Certificate and Graduation Scroll there will be subject and whole school awards issued. A professional photographer will be available on the afternoon to take individual / family / group photographs. There will also be refreshments after the ceremony.

### **Charity Leavers Day**

On Friday 19<sup>th</sup> April Sixth Year Students will have the chance to reflect on their time in Trinity through a series of activities planned throughout the day. As with tradition, students will have



the option to wear appropriate fancy dress and make a voluntary donation to a charity (This year all donations will be collected for Brightest Star).

## Prom

This year's Prom will take place on Thursday 13<sup>h</sup> June at 7pm in the Lynnhurst Hotel, Johnstone. We are excited to gather students and staff together for this evening celebration. Before the Prom there will be the opportunity for parents and students to gather in the school for plenty of group and individual photographs. Pupils will then be provided with a bus to take them directly to the Prom. The Prom will conclude at around 11.45pm with pupils responsible for making their own arrangements to get home afterwards.

Further details of this event have already been shared with students and we will continue to keep them updated in the lead up to this event.

## Return to School and New Timetable

Pupils returning to school for Fifth and Sixth Year should report to school on Wednesday 29<sup>th</sup> May. It is our intention to have a formal induction process for pupils who are returning; we will share the programme for this in due course. Pupils will be issued with their new timetables during this induction.

I would like to thank you once again for all your continued support. Please be reassured of our fullest commitment to support Senior Phase students in the coming months. If you wish to discuss anything contained within the letter, please do not hesitate to contact the school at your earliest convenience.

Yours faithfully,



P. Marshall  
Head Teacher

