

# GLENIFFER HIGH SCHOOL

Amochrie Road

Paisley PA2 0AG

Tel: 0300 300 1313

Email address: [glenifferhighenquiries@renfrewshire.gov.uk](mailto:glenifferhighenquiries@renfrewshire.gov.uk)

Website: [www.glenifferhigh.renfrewshire.sch.uk](http://www.glenifferhigh.renfrewshire.sch.uk)



Renfrewshire  
Council

Children's Services

Head Teacher: Lisa Chalmers

Our Ref:

Date: March 2025

Dear Parent

## SQA EXAMINATIONS - S4

The SQA examinations begin on **Friday 25<sup>th</sup> April** and continue until the end of May.

With your co-operation, we would like to operate the following arrangements:

### NATIONAL 5 – PUPILS SITTING EXTERNAL EXAMS ONLY

**Study leave period – Thursday 24<sup>th</sup> April until Friday 30<sup>th</sup> May inclusive.**

- 1 All SQA pupils in S4 will be required to come to school **only for private study or examination purposes**. Can I emphasise that pupils are free to come to school during this period to consult with staff, receive extra tuition etc. Private study facilities will always be available. It is important that pupils perform as well as they possibly can in these examinations. Consequently, I would ask you to ensure that your son/daughter revises conscientiously and uses the time between examinations profitably.
- 2 Out with the above dates pupils need not attend on the day immediately before taking an examination.
- 3 **Normal classes will resume on Monday 2<sup>nd</sup> June for S4.** For pupils progressing into S5, a considerable amount of work will be covered between the end of the examinations and the summer holidays. Work covered during that period is not repeated in August and full attendance until the last day of session is essential.
- 4 All candidates for the SQA Examinations will be issued with individual timetables and Scottish Candidate Numbers. ASN timetables will be issued from the Pupil Support department. A master copy of all examinations is on display in the school Social Area and available from Mrs Martin. I would ask you to ensure that your son/daughter is quite clear about the dates, times and locations of examinations. Should any pupil be prevented by illness from sitting any examination, parents are asked to telephone the School Office as early as possible and obtain a medical certificate which should be sent to us without delay.
- 5 Where an examination begins at 9.00am or before, pupils must register at school, in the Social Area, at **8.40am**. On certain days particular examinations begin after 9.30am and your son/daughter should report for registration at least **20 minutes** before the start of the examination.



Director of Children's Services: Janie O'Neill

Council Headquarters, Renfrewshire House, Cotton Street, Paisley PA1 1TZ

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Please note that late arrival for an examination may result in entry being refused.

- 6 **The SQA have now stated that mobile phones, smartwatches and Personal Digital Assistants (PDA) will not be allowed into examination rooms. Please ensure that they are left at home.**
- 7 **Examination days are normal school days and normal school uniform should be worn** by all pupils coming to school.
- 8 Pupils in S4 who are due to leave school at the end of May should obtain a leavers form from the School Office. All books and materials must be returned to subject teachers.

Should you wish any further information regarding these arrangements, please do not hesitate to contact me.

Can I also take this opportunity to wish your son/daughter every success in the forthcoming examinations.

Yours sincerely



**LISA CHALMERS**  
**HEAD TEACHER**



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Renfrewshire  
Council

Children's Services

Head Teacher: Lisa Chalmers

Our Ref:

Date: March 2025

Dear Parent

## SQA EXAMINATIONS - S5/6

The SQA examinations begin on **Friday 25<sup>th</sup> April** and continue until the end of May.

With your co-operation, we would like to operate the following arrangements:

National 5, Higher and Advanced Higher

**Study leave period - Thursday 24<sup>th</sup> April until Friday 30<sup>th</sup> May inclusive.**

- 1 All SQA pupils in S5/6 will be required to come to school **only for private study or examination purposes**. Can I emphasise that pupils are free to come to school during this period to consult with staff, receive extra tuition etc. Private study facilities will always be available. It is important that pupils perform as well as they possibly can in these examinations. Consequently, I would ask you to ensure that your son/daughter revises conscientiously and uses the time between examinations profitably.
- 2 Pupils still to complete National Certificate Units should continue to attend classes, when not committed to SQA exams.
- 3 Out with the above dates pupils need not attend on the day immediately before taking an examination.
- 4 **Normal classes will resume on Monday 2<sup>nd</sup> June.** For pupils progressing into S6, a considerable amount of work will be covered between the end of the examinations and the summer holidays. Work covered during that period is not repeated in August and full attendance until the last day of session is essential.
- 5 All candidates for the SQA Examinations will be issued with individual timetables and Scottish Candidate Numbers. ASN timetables will be issued from the Pupil Support department. A master copy of all examinations is on display in the school Social Area and available from Mrs Martin. I would ask you to ensure that your son/daughter is quite clear about the dates, times and locations of examinations. Should any pupil be prevented by illness from sitting any examination, parents are asked to telephone the School Office as early as possible and obtain a medical certificate which should be sent to us without delay.



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6 Where an examination begins at 9.00am or before, pupils must register at school, in the Social Area, at **8.40am**. On certain days particular examinations begin after 9.30am and your son/daughter should report for registration at least **20 minutes** before the start of the examination.

Please note that late arrival for an examination may result in entry being refused.

7 **The SQA have now stated that mobile phones, smartwatches and Personal Digital Assistants (PDA) will not be allowed into examination rooms. Please ensure that they are left at home.**

8 **Examination days are normal school days and normal school uniform should be worn** by all pupils coming to school.

9 Pupils in S5 who are due to leave school at the end of May should obtain a leavers form from the School Office. All books and materials must be returned to subject teachers. **Please note that for some subjects, such as Advanced Higher Art and Design and Higher Photography, the submission date is later than the last day of school for S6. Leavers forms for this subject will not be signed until all coursework is complete. This hard deadline is 16<sup>th</sup> May.**

10 Pupils who are part of our consortium offer will sit their examination in the centre they have been learning in unless they have indicated a preference to sit this in Exam at Gleniffer High School. The changes to examination diet have meant that some pupils have coincidental examinations. Any pupil who is concerned about this impacting them should speak to Mrs Martin in the first instance.

Should you wish any further information regarding these arrangements, please do not hesitate to contact me.

Can I also take this opportunity to wish your son/daughter every success in the forthcoming examinations.

Yours sincerely



LISA CHALMERS  
HEAD TEACHER



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