



OUR REF :

TRN : 104153998000003

Date: Friday, 29th August 2025

To: **Parents of YEAR 13 A-Level Students**

School Timings for YEAR 13 A-Level Students - EXIT PASS

Dear Parents,

Greetings from St. Mary's. With this letter, we would like to inform you about timings for Year 13 A-Level students. As there is a lot of independent and individual study required during the A-Level year, some students prefer to return home early or arrive at school only in time for lessons.

Therefore, Year 13 A-Level students are permitted **ONLY with parental consent**, to arrive at school at the start of their lessons. For example, should they have no lessons scheduled for the first or the second period, they need only arrive for the beginning of the lessons scheduled for them on any given day.

In addition, they are permitted, again **ONLY with parental consent**, to leave school as soon as their lessons are over. Therefore, on any given day, if they have no lessons scheduled after break, they will be able to leave school.

Parents should be aware, however, that the school will not take responsibility for the same students during the time when parents have given their consent to them to be out of school. Neither will the school check whose company your son or daughter is in once they leave school. In light of the rigour of their Academic work, it would be advisable that children go straight home and not socialise in public places. We trust that as parents you will also explain the importance of being safe to them.

We understand that you, as parents, will recognize the ability of your child to take his or her own responsibility, with respect to his or her conduct outside of school.

All students are also permitted and are welcome to remain in the school for the full morning if their parents so wish. During their free time, if students remain in school, we will make provision for them to remain in the library to study.

We would like you, as parents, to indicate below, the choice that you would like to make for your child. The school will respect that choice.

In order to implement this system, we shall be providing all A-Level students with a stamped copy of their timetable for this purpose. **THEY MUST HAVE THIS WITH THEM AT ALL TIMES.** The system will become operative only after classes have settled, practical batches decided on and your consent letters, are processed. Until that time students should be in school for the full day.

Thank you for your kind co-operation in this matter.

Yours sincerely,



Mr. Paul Asir Joseph
(Principal)



PLEASE TICK AS APPROPRIATE and SCAN and EMAIL back to your child's class teacher.

School Timings for YEAR 13 A-Level Students - EXIT PASS

☐ I wish my child to remain in school for the full day until 1:50 pm.

☐ I grant permission to my child to arrive at school for the start of lessons and to leave as soon as lessons are over _____

STUDENT'S NAME: _____

PARENT'S NAME: _____

PARENTS' SIGNATURE: _____ **DATE:** _____