



HITCHIN GIRLS' SCHOOL

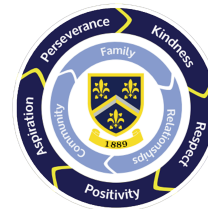
Highbury Road, Hitchin, Hertfordshire SG4 9RS

01462 621300

admin@hgs.herts.sch.uk

www.hgs.herts.sch.uk

Headteacher: Mr J. E. Crowther



Ref: JCR/SBO

15th May 2026

Dear Parent/Carer,

Firstly, I want to start by congratulating Year 11 students on the start they have made to the public exams this year; they have been punctual, they have been in the correct uniform, they have been well equipped and importantly, have approached the exams with a positive attitude.

I would like to take this opportunity to refer parents/carers back to the letter dated April 22nd 2026, where the expectations for school attendance up to Friday 22nd May were outlined. In short, students are expected to be in school each day during the early period of their exams (8th May 2026 to 22nd May 2026). When students are not in public exams, classroom teachers will be sharing resources dedicated to their next exam in that subject area, something that is critical to final preparation. A few exceptions to this were also detailed in the letter and these occur next week. The detail is as follows:

	AM exam	PM exam	Afternoon lessons as per normal timetable
Monday 18th May	GCSE Chemistry/Combined Science	GCSE Media	P3 English or Maths P4 Maths or English P5 Options
Tuesday 19th May	GCSE English Literature	GCSE Classic Civilisation GCSE Computer Science	Authorised absence (except for those in exams)
Wednesday 20th May	GCSE French	GCSE RS	P3 English P4 Science P5 Maths or English
Thursday 21st May	GCSE English Language	GCSE Business GCSE Latin	Authorised absence (except for those in exams)
Friday 22nd May	GCSE PE	-	Authorised absence following celebration

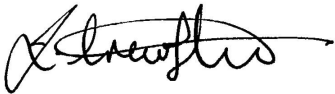


As you can see, the programme next week does make concessions for students to be able to work at home. We have not made further concessions of this nature as important lesson time remains with teachers of subjects yet to conclude their examinations. We are currently receiving a significant number of absence requests' that we cannot authorise. Moreover, the time spent by school staff in responding to these requests is limiting the time they can spend with the students. Furthermore, staff are preparing lessons and resources in anticipation of their full classes attending. Therefore, could all parents please refrain from making such requests.

If your child is unwell, and does not have a public exam, please contact the absence line as usual. Unless absolutely essential, medical and other appointments should be minimised wherever possible. Students are not permitted to sign out without authorisation and any absences of this nature will be recorded as unauthorised. We have worked extensively with Year 11 over the past two years to minimise exam anxiety and stress, in addition to teaching them the best ways to revise to maximise retention, they are well prepared and the best place for them for this last week is in school with their teachers. I ask that you reiterate this message with your daughter if they make any request to you to permit an absence from school.

Thank you for your support in this matter.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'James Crowther', with a long horizontal flourish extending to the right.

James Crowther

Headteacher