



**Ormiston
Sudbury
Academy**

Ormiston Sudbury Academy
Tudor Road
Sudbury
Suffolk
CO10 1NW

Tel: 01787 375131
Email: contact@ormistonsudbury.co.uk
Website: ormistonsudburyacademy.co.uk
Principal: Mrs S Morris, BSc Hons, ARCS, MBA

Our ref: SMO/DHO/NIN

Date: 06.05.26

Student:

Dear

Year 11 End of Year Arrangements

Year 11's timetable of lessons and revision sessions will continue until **Friday 5th June 2026**. *All students are expected to attend all lessons until Friday the 5th of June, including days where they have had an exam.* On Friday 5th June, after the morning English exam, students will be permitted to leave to study at home. From that point, they need only attend for exams and revision sessions to which they have been invited. If any student needs to remain in school for full days for transport reasons, there will be a study space made available for them.

The **Year 11 Leavers Assembly** will take place on **Tuesday 16th June**. This is an invitation only event. Invited students will arrive at 8.40 am and register with their tutor as usual. They will be given the first part of Period 1 in school to mingle with friends and write messages of good luck to each other. At 9.30 am students will make their way to the auditorium for their graduation ceremony. To celebrate the day and mark it as a special occasion, students are to have the privilege of wearing smart, formal clothing such as they would wear to a wedding or a job interview. If students or parents have any questions about this, we encourage you to contact the appropriate Form Tutor in the first instance. To comply with GDPR regulations and OSA's protocols, no 'phones or cameras' are to be used until after 11am.

Students will be dismissed from the ceremony at approximately 11 am, when are permitted to leave the Academy site.

In previous years, students have wanted to have their friends sign a shirt, which is then kept as a memento. Although we do not encourage this, if «First_name» wishes to have a shirt signed, then a separate suitable shirt can be brought into the Academy on **Monday 15th June** only. Students need to be aware that they cannot disturb lessons to ask staff or friends to sign their shirts. They can bring the shirt in with them on 16th June.

Results Day is Thursday 20th August, and students will be able to collect their results from the Academy **between 9 am and 10 am on that day**. Guidance has previously been issued regarding any student unable to collect results in person, but a reminder is given that results cannot be collected on students' behalf, by anyone, unless they come in with Photo ID and signed, written permission from the student, specifically naming and authorising the Academy to hand over their results.

If you have any OSA uniform, including PE kit items, which you no longer need, we would be grateful if you could donate these. Items can be dropped off in reception at any time

We are delighted to confirm that on **Thursday 25th June 2026**, Year 11 students will be able to celebrate together at their Prom, which will be held at AFC Sudbury. Should «First_name» have not yet purchased



**Artsmark
Alliance**
Platinum Award



a ticket, we strongly advise students to do so as a matter of urgency so that they can attend the event. The portal will close on Wednesday 13th May at 7pm. Please make payment by logging onto <https://www.ipayimpact.co.uk> with your Username.

Lockers which remain unemptied by the 15th June will be cleared by academy staff and the contents disposed of. Please do not pass locker keys to siblings, as lockers are automatically reallocated to new students.

Students should also ensure that any money remaining on catering accounts is spent prior to the leaving date. No refund is possible.

If «First_name» has medication kept in the Academy, you will receive a separate letter concerning collection details.

We wish «First_name» every success in the future and thank you in advance for your support.

Yours sincerely



Mrs S Morris – Principal



Mr D Howkins – Vice Principal

Miss C Norman – Head of Year 11