



Please complete the table as below (Yes/No/Leave Blank) to inform us of the times that you would generally be available to invigilate.

Yes I <u>AM</u> available to invigilate during this session on any week during term-time:	No I <u>AM NOT</u> available to invigilate during this session on any week during term-time:	Leave Blank I am <u>NOT ALWAYS</u> available to invigilate during this session but may be free and you can call me to check:	Day/Session	AM From 8:30 a.m.	PM From 1:00 p.m.
			Monday		
			Tuesday		
			Wednesday		
			Thursday		
			Friday		

During busy exam periods you may be required for both AM and PM sessions. Please indicate your preference by marking "X" as applicable below.

I am happy to work both sessions if required.	
I prefer to only work one session if possible.	
I am able to work after 3:30 pm if necessary:	

Frequency of Bookings - Of my Available sessions I would prefer to be booked for:	
As Many As Possible	
Just a Few of Available	

Please give dates below of any holidays or appointments that you have already booked for 2025/2026

--

TERM DATES - Academic Year 2025 - 2026

Term/holiday	Start date	End date
Autumn Term	Tuesday 3rd September	Friday 19th December
Half Term Holiday	Monday 27th October	Friday 31st October
Spring Term	Monday 5th January	Friday 27th March
Half Term Holiday	Monday 16th February	Friday 20th February
Summer Term	Monday 13th April	Tuesday 21st July
Half Term Holiday	Monday 25th May	Friday 29th May

Name:

Sign:

Date:

Please Return to :

aparsons@highcliffeschool.com

or:

Data and Examinations Office
Highcliffe School
Parkside
Highcliffe
Christchurch BH23 4QD