



26<sup>th</sup> April 2023

Dear Parent/Carer

## Year 11 GCSE Exams

We are now building up to your child's public examinations, so it is important that we share some key information with you.

Here are a few crucial things to remember:

- Students must arrive on time to school as exams start promptly at 9am or 1:30pm. They may not be able to sit the exam if they arrive late.
- Students must attend all exams. Failure to attend will likely result in a penalty charge to cover the cost of the exam and students will be Ungraded. There is no option for schools to provide grades. In the case of a medical emergency contact the school immediately.
- Unless students have an actual examination they will attend normal timetabled lessons. A bespoke timetable has also been created so that students will receive an additional revision lesson prior to each examination. A timetable of these is included with this letter.
- Students must attend all lessons and revision sessions. We believe they learn more and revise more effectively when they are with their teachers.
- Students may well be needed in school up to Friday 30th June. This date is their official leaving date. Students who have not completed coursework may be required to attend school to complete it. Incomplete coursework will likely result in the student being Ungraded for the whole qualification.
- We do not know what mark or percentage is needed to obtain a particular grade. No parent or pupil should assume a particular grade will be awarded because of a mock examination or coursework mark. Exam boards will award the grades, not the schools.

It is vital that your child listens to advice, remains focused and puts in the hard work that is required over the coming weeks. Along with your support and our expertise we look forward to a great set of results this summer. Do not hesitate to contact us during this quite challenging time as we want to give your child all the support we can.

Yours faithfully

Mr L Downey  
Head of School