

DJ / ST

December 2017

Dear Parents / Carers

Year 11 Pre-Public Mock Exams – January 2018

I am writing to inform you that all students in Year 11 will be completing mock GCSE exams across all subjects beginning Monday 15th January through to Monday 22nd January 2018. Please see a copy of their timetable which is attached to this letter. You can also find this published on the School website.

Mock examinations are a crucial process to help identify the strengths and weaknesses of the students and to help us to plan the learning your child will experience as they prepare for the final examination. In leading up to and during the exam period it is essential you encourage your son / daughter to spend time revising for their exams. Each student will be given topics to research and revise by their teachers and should spend time completing the work in a quiet room at home. It is important that students take these mocks seriously, as this will be their only chance to practise being in full exam conditions before their official exams begin in May 2018. The results of these exams will also inform the predicted grades given to the exam boards, potential employers and used for their sixth form and college applications.

Late Arrivals

We expect students to arrive on time for all examinations. However, if unforeseen circumstances result in their late arrival, please report to the main reception desk. A member of staff will contact the examination officer who will then consider whether to Allow him / her to sit the exam and if so whether they allow him / her the full time for the exam.

Equipment

All equipment must be contained in a clear pencil case or plastic bag. Students may use transparent plastic wallets or freezer bags as a substitute. Please ensure that your son / daughter arrives for the examination with the correct equipment especially for mathematics e.g. calculator, protractor, compass. Programmable calculators are **not** allowed in the examination room. You must not use correcting pens or fluids on your papers.

Access Arrangements (Examination Concessions)

A small number of students are entitled to certain arrangements to enable them to access the examination fully. Where we are aware that a student has a special educational need they have been assessed by the Learning Support team to check whether they are entitled to any access arrangements. If a student has not been involved with the Learning Support team in the past, it is unlikely that they will have been assessed unless a parent has specifically requested it. If you are

unsure please contact school.

Mobile Phones and Watches

Mobile phones (whether switched on or off), MP3 players and iPods etc and Digital watches, are not allowed in the examination rooms it is an infringement of the regulations and may result in disqualification. They must be handed in, switched off, or left at home. **They must not be left in their bags.**

Students are expected to attend school every day as normal in full school uniform – they will either be in mock examinations or crucial revision lessons. They must arrive at the school by 8.40am and should be ready to line up for all examinations at the published start time.

When a student isn't sitting an exam, they should attend **all** their usual lessons, making sure that they bring revision material and all other normal school equipment with them. The results will be distributed on Thursday 8th February 2018 at 3pm, mirroring the process that will take place in August 2018, when year 11 receive their proper GCSE results. At 3pm, mentors will be in attendance along with the Senior Leadership Team to discuss outcomes as required.

Please note, Year 11 Parents Evening will be on 27th February, where there will be an opportunity to discuss mock results in detail, along with possible future pathways.

Yours Sincerely

D Jennings

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Deputy Head

Head Teacher

