

May 2023

Dear Parents and Carers,

Year 11 GCSE Exam Season

GCSE examinations for the 2022/2023 academic year will begin on Monday 15 May 2023 and continue until Tuesday 27 June 2023. Please note that attendance in school is compulsory. During this time, students will be in an exam, a tailored revision session or in their usual lessons. In lessons, they will be able to revise silently for an imminent exam or study for the subject in question.

I cannot stress enough the benefits of students remaining in their school routine with their specialist teachers available to them during this very busy and sometimes stressful period. Any students not attending school due to medical or other reason will need authorisation as is the usual practise.

I would like to take this opportunity to thank you for your support in ensuring that students attend the appropriate sessions and continue to revise effectively at home. It is important to note that while the sessions in school are vital, without regular revision at home they will not be sufficient to ensure students achieve what they are capable of.

Reminder of Exam Protocol for Students

- All candidates will wear school uniform when sitting exams or attending school to study.
- Students must arrive at least 30 minutes before their exam is due to start.
- Students should check the noticeboard for their name and seat number. Candidate numbers will also be displayed on the noticeboard.
- All candidates should ensure that they bring the necessary equipment e.g. pens, ruler, calculator etc.
- No food or drink, except bottles of water are allowed to be taken into examinations. (no labels allowed on water bottles)
- Mobile phones and smart watches must be switched off and stored away during examinations. (students will be asked to hand these over prior to the start of exams and they will be stored securely. They will be given back immediately after the exam)
- All coats and bags should be removed and stored away during examinations.
- Candidates must not talk or distract others during examinations. If the invigilator feels that a candidate's behaviour is unacceptable then that candidate may be asked to leave the exam and they will be disqualified.
- If any candidate has a problem during an exam they must put their hand up to alert the invigilator.
- Candidates must not leave the examination without permission from the invigilator.
- If a candidate is unwell on the day of an exam, please contact the school office as early as possible. A medical certificate will be required from a GP.

All students have received an exam timetable and Joint Council for Qualification guidance on exam conduct.

I wish all students the very best in their upcoming exams.

Yours sincerely



Iain Duggan
Principal

