

Our ref: ljm/KDV/Correspondence

27 April 2022

Dear Parents/Carers

Re. Examination Period

I wrote to all parents/carers before the Easter break, but wanted to take the time to contact all parents/carers of Year 11 and 13 students with some key information about the examination period, when students can stop attending and also when the academic year ends for your child. Lots of this can seem obvious but over this exam season, which is stressful for both students and parents/carers, I thought it would be useful to have the key information in one place.

2022 Exam Series

The formal written exam series begins on 16th May 2022, but each student will have their own personal examination timetable depending on their subjects of study. Exams will start at either 09:00 or 13:30 and it is really important that students are in school at least thirty minutes ahead of the start time so they can settle. Students need to arrive at the exam room at least 15 minutes before the start time so that the instructions can be given and the papers checked. Watches and mobile phones are banned from all exams and should be left at home or stored in a locker. Clear plastic water bottles are allowed in the exam room as long as the label is removed. These rules are in place nationally to avoid any cheating. Students who are found to have these items may be disqualified from their exams so it is important they do not take prohibited items into the exam room. Students have had a number of mock exams so will know where they need to be when they arrive. Equipment will not be lent out during exams so please ensure your child has the following equipment stored in a clear plastic pencil case for their exams:

- Black Pens x5
- Pencil
- Rubber
- Ruler, Protractor, Compass (if applicable in Year 13)
- Calculator (if applicable in Year 13)

Students in Year 11 should be in full uniform and all students should bring their college lanyard with them so their identity can be checked by the exam invigilators.

The exam contingency day is on Wednesday 29th June 2022. This is the very last day of exams and will be used if there are any issues with any of the papers or exams. **All students need to be available until the 29th June just in case this date needs to be used.**

The End of the 2021/2022 Academic Year

Students in the Sixth Form should continue to attend lessons until all assessment for that subject are completed. Students in Year 13 will need to be available until the 29th June in case the exam contingency day is required. Students in Year 11 will be required to be in school as normal until 9th June 2022. On Friday 10th June 2022, there will be an English GCSE exam followed by the leavers assembly and there will be no more lessons on that day for

students. From Monday 13th June, students should come to school when they have an exam or when they have a lesson in a subject they have not yet completed.

2022 Results Days

This year we will be returning to face to face results days where members of staff will be on hand to celebrate the many successes and to support any students who have not performed as they had hoped. Staff will be able to advise on alternative College or University options. More information will come to you closer to the time, but students will be invited onto site during the morning on the following dates:

- **Year 12 and 13 Results Day:** Thursday 18th August
- **Year 11 Results Day:** Thursday 25th August

Supporting Your Child

There is a huge amount of information on the internet about how to support your child during exams but the two most important things that a parent/carer can do is to help their child revise and to keep them healthy.

It is always best to revise little and often rather than cramming it all in because the brain is limited in what it can process and what it can remember. Finding your child somewhere quiet and away from distraction to revise for at least 30-60 minutes a day, in 15 minutes chunks is really helpful. Students should focus on trying to remember things rather than just spending all of their time re-reading work. You can support by telling your child to produce flash cards, mind maps, knowledge organisers or exam style answers from memory after they have done some revision. Testing your child with questions from a revision guide or from a past exam paper is another really good way to support your child in remembering more. The more your child can remember, the more marks and the higher the grades they will get in their exams.

It is easy for students to become overwhelmed without a plan, so supporting your child in their revision will really help them with their stress levels and mental health. Ensuring they are getting enough good quality sleep, are staying well fed and hydrated during the exams is equally important so that they are feeling fit, healthy and well rested while they revise and sit their exams. Sometimes simply being heard can help with stress too, so always take the time to listen to your child when they are airing their concerns, frustrations or challenges. If you are concerned about the health of your child it is important that you contact either your child's Head of Year or in more severe cases, your local GP to ensure your child is supported to do the best they can.

Our students and staff have really benefitted from all of the support you have given as parents/carers, particularly over the last few years with all of the disruption caused by the pandemic. I know that you will do all you can to support your child through the first set of full, final exams and please trust that we are doing the same in school. If you have any further questions, concerns or requests please do contact your child's Head of Year.

Kind regards,



Mr K. Vernon
Head Teacher