

17th May 2024

Dear Parent/Carer and Student,

Re: Year 10 and Year 12 Summer 2024 Mock Examinations

We are writing to inform you of the Mock Examination arrangements which are scheduled to take place from **Monday 17th June** for Year 12 and **Monday 24th June** for Year 10. The morning exam briefing for Year 10 will begin at 8.50am and the afternoon exam briefing will start at 12.50pm on a Wednesday, and 1.10pm on all other days.

The aim of the mocks is to enable students to gain experience of GCSE's and GCE's under real exam conditions. The exams will test the students' cumulative knowledge of all topics taught from the start of their course. All those entitled to additional support/time in the exams will also receive it during the mock period.

During assemblies in the build up to the examinations we will be stressing the importance of the points mentioned below and ask that you reinforce this at home so that the exam period runs as smoothly as possible for everyone:

- Students must bring their exam ID cards with them for each exam - this is to allow invigilators to check their identity and that they are sitting the correct paper.
- Year 10 students must wear full school uniform for all exams.
- Once the morning exam finishes, students must return to their timetabled lesson.
- Students must attend the pre-exam briefings where a subject specialist will give them subject specific advice about the exam.
- Exam conditions start as soon as students enter the auditorium for the exam briefings. This means no talking.
- Students must make toilet visits before briefing. Toilet breaks will not be allowed in exams under 2 hours except for medical requirements.
- Bags, mobile phones and watches **will not** be permitted in the exam room. Students are requested **not** to bring phones into school on exam days. If students do bring a phone into school, it must be switched off and left in their bag in the Auditorium/Sixth Form Study Area at the students' own risk.
- Students are expected to follow the normal school timetable when not in an exam, unless attending an afternoon exam where students will be dismissed from school once it finishes.
- In lesson time during the exam period – students will be given time to revise independently.
- If a student has an exam in the morning, they must arrive at school as normal and Year 10 will line up on MUGAs where they will be escorted to the exam briefing.
- Students must have appropriate equipment for each examination (clear pencil case, black pens, pencil, rubber, ruler etc.).
- Students may bring a bottle of water into the exam room but it must not have any label fixed to it.

Notice to students:

- Please write your name and form on the top of your timetable.
- Underline or highlight all the examination sessions you are due to attend.
- If you have two exams scheduled at the same time (a clash), please mark these with an asterisk (*) and return your timetable straight away to Mrs Saleh, Examinations Officer, in the Front Office. It will then be returned to you with appropriate changes indicated.
- Examinations vary in length. These times are indicated and students will be dismissed from the examination only when the total length of the exam has elapsed.
- This timetable must be stored somewhere safe at home. It is advisable to make a copy to keep with you when at school.
- This letter, together with the timetable is also available on the school website.

As with the Summer examinations, any absence must be reported into the school as soon as possible and supported with medical evidence. We will do our best to reschedule the missed exam but it must be understood that this will NOT be the case in the real GCSE and GCE exams.

Art examinations will take place on the dates below:

Year 10	20 th and 21 st June 2024
Year 12	12 th , 13 th and 14 th June 2024

Students will need to have all their equipment organised before the exams.

Revision Resources:

If students require resources to aid their revision, exams revision guides for each subject can be purchased via the [School Shop](#).

Free digital revision materials are also available on the following websites:

Seneca – www.senecalearning.com
BBC Bitesize - www.bbc.com/education
Kerboodle – www.kerboodle.com
My GCSE Science – www.my-gcsescience.com
Hegarty – www.hegartymaths.com
Mathswatch – www.vle.mathswatch.co.uk/vle
Sparx Maths - [Sparx Maths](#)

If you have any queries regarding these arrangements, or require any advice please contact Mrs Saleh.

Yours faithfully,

B. Saleh
Examinations Officer