



January 2021

Dear Parents/Carers

Re: Arrangements for students due to sit mock exams in January 2021

As you are aware, your child was due to sit any missed mock exams this month in the exam hall following their return to school. Unfortunately, with the government closure of school sites for face-to-face teaching it is no longer possible to conduct these exams on site, and as a result we will now need all students who missed exams to sit them at home with remote invigilation. This programme will run from **Tuesday 12 January 2021** onwards; the timetable for these exams can be [found here](#).

In order for these exams to run as smoothly as possible, families will need to arrange to collect the exam papers from school and ensure that they are kept securely away from students until the time of their exam. We will arrange for packs of exam papers to be ready for collection from the school office on **Friday 8 January 2021** between **12:30pm-4:00pm**, or on **Monday 11 January 2021** between **8.30am-4.00pm**. These papers will then need to be returned to the school office by **4:00pm** on **Wednesday 20 January 2021**.

Unfortunately due to technical limitations we will not be able to run the GCSE music listening exam and we will look to make alternative arrangements for this later in the term, if this is possible.

Further information about conducting exams at home, including key regulations that must be adhered to, will be provided in the exam paper packs, and an electronic copy may be [found here](#).

Parents/carers of any students who are entitled to specific access arrangements (e.g. reading pens; scribes) will be contacted individually to discuss the process in more detail.

I am conscious that the situation regarding exams nationally is a fluid one and we are waiting on further clarification regarding qualifications, but it is important that students persevere and take these mock exams seriously. Along with all of their teachers, I am proud of all of the hard work year 11 have put into their studies so far this year and I know that those students sitting these mock exams will be equally hard-working.

If you have any questions about the arrangements for these mock examinations, please do not hesitate to contact me at college.

Yours sincerely

Jon Barton
Vice Principal

