



March 2022

Dear Parents/Carers

Re: Year 11 Mock Examinations

As we approach the Year 11 mock examination period over the next fortnight, I wanted to write to you to outline some important information regarding exam regulations and standards that we expect of all students. It is very important that students take this series of mock exams seriously and engage with the experience to the best of their ability, as this will stand them the best chance of success for the summer exams.

Please note these key details about the mock exam period.

- If your child is unable to attend an examination due to illness, please telephone the school as soon as possible. It is very important that students attend school regularly and especially so during the mock exam period, as there is very little leeway given by exam boards for illness during the actual exams.
- The examinations will take place in full accordance with GCSE regulations and conditions and will be invigilated by our team of external exam invigilators. Students have received briefings on malpractice (“cheating”), which includes any verbal and non-verbal communication between students in the exam hall, and the consequences of this, which can include the loss of the qualification.
- Toilet breaks during the exams will be limited; therefore, students must go to the toilet before an exam begins. This is to maximise the time that students spend completing their exam, and minimise the disruption to other candidates through exiting/entering the hall. Students who have toilet passes will be allowed to go to the toilet as necessary.
- As part of the exam regulations, students must not have any electronic device on their person (e.g. smart phone, etc.). Such items **must** be left at home or left in students’ lockers before the exam.
- It is very important that every student is fully equipped for the exams. We would expect your child to have at least one **black pen**, pencils, a ruler, eraser, sharpener, pair of compasses, a protractor and a scientific calculator all in a clear pencil case. An exam equipment pack can be purchased online through ParentPay. I would be grateful if you could check your child’s exam equipment over the course of mock period and help to ensure that they bring what they need each day.

Thank you in advance for all of your support with this process – it is important that every student gets into the best habits in advance of the summer exams and your assistance is invaluable. If you have any questions regarding the mock exams, please do not hesitate to contact either myself or Mrs Warner, the Exams Officer, at college.

Yours sincerely,

Jon Barton
Vice Principal

