



6th May 2022

Dear Year 11 & Parents/Carers,

On Tuesday Ms Carter-Blair, our exams officer spoke to the year group about the formalities of the exams to ensure that no one falls foul of any exam regulations over the next 6 weeks.

All exam information is displayed on a board in the main corridor.

Here is a summary of what was said (with apologies for the officious tone, but these are the rules from the Exam boards!):

Students must leave their bags in the Annex (or the Learning Support area if they have exams in the Youth Club)

1. Students cannot bring in mp3/4 players, phones, watches, earphones, any unauthorised materials (regardless of whether they intend to use them), food or drink - apart from water.
2. Students can bring a bottle of water (and are encouraged to do so) but this must be completely clear with no labels
3. Students must NOT write on any part of the exam paper until they are told to do so.
4. Students must write in BLACK pen - highlighters and other colours can be used for making notes or annotating but only black for written answers.
5. Students must not communicate in any way, nor disturb or disrupt other candidates.
6. Students must ensure that they comply with any requests from the exam invigilators.
7. Students may not leave the exam room until they are given permission to do so.

Failure to comply with any of the exam regulations could lead to disqualification or a reduction in marks.

If you forget equipment for an exam, come and see a member of staff immediately, so that we can support you.

If you are ill on the day, contact the school immediately so we can support you with what to do next.

If you are late on the day, contact the school immediately so we can support you with what to do next.

Revision: Next week we will be offering students a revision room after school from 3-6pm in E21 every afternoon, in addition to the regular intervention sessions. This might help students who struggle to get on with revision when they get home - they can stay in school and complete revision here so that there is no more to do at home and they can relax!

Finally, well done to all the French & Spanish students who sat their Speaking tests this week.

Yours faithfully,

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