

11th May 2022



Dear Parent/Carer

As we approach the beginning of the Year 11 summer exam series, the content of this letter includes key information regarding the exams themselves, and the arrangements for the students around this. Please read carefully.

Exams go ahead this summer, the first time since 2019. Exam boards have been busy making changes to the content covered, advance information has been shared for some subjects and supportive materials will be provided for some exams. You can read the government's guidance [here](#).

Exam expectations

The process for completing exams is very strict, and there are numerous rules that students must adhere to. Failure to meet these expectations may result in disqualification of the exam being sat, or even disqualification of all exams held by the exam board. Below are some key messages to keep in mind:

- Bring all equipment needed for the exam.
- Be on time for all exams. The exams will start at either 9am or 1pm. Arrival is expected 20 minutes before, so an 8:45 start is still expected.
- Possession of a mobile phone or other web-accessible device is unauthorised. This includes smart watches, and any other materials that could be used to gain an advantage, such as notes or an mp3/4 player. Having these on your person, even without the intention to use it, could result in disqualification from the exam/qualification.
- Talking, attempting to communicate, or disturb other candidates once in the examination room could also result in disqualification. Once through the doors of the Sports Hall, or into the classroom, this instruction must be followed.
- The instructions of the invigilator must be followed at all times. For example, exam papers must not be opened until instructed, students must stop writing when told to do so, students must not leave the examination room until instructed, and questions can only be asked to the invigilators.

Wherever possible your child must attend all of their exams, as missing even one will impact on grades. However, there may be exceptional cases where your child may need to miss an exam, and we wanted to explain about arrangements around COVID-19.

In line with government guidance, your child **should not** attend an exam if:

- They test positive for COVID-19. In this situation, they should self-isolate for 3 days from the day they took the positive test and should miss any scheduled exams during this period.
- They are not well enough to attend (such as being unwell with high temperature). If they are unwell with a high temperature, they should self-isolate until they no longer have a high temperature and are well enough to attend the academy.

Principal - Benjamin Bond

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However, your child **should** attend the academy and sit exams if:

- They have mild symptoms of COVID 19 or other illnesses, such as a runny nose or sore throat, but are otherwise well (**unless** they have tested positive for COVID-19, where they should then self-isolate for 3 days from the positive test result).

If your child misses an exam due to COVID-19, then we would follow a special consideration process. This involves you and your child filling in forms that confirm details of the illness, and we will support you with this.

Whilst this support is in place, exam boards have not yet confirmed how exam results will be calculated if you miss an exam or series of exams. Therefore, we do strongly advise that your child attends all of their exams unless they test positive for COVID-19 or have a high temperature and are unwell.

Please note that the exam boards have ensured that the first and last exam in every subject is taking place a minimum of 10 days apart, reducing the chance of anyone missing all exams in a subject because of illness.

Exam timetables

As the exam season begins, students' timetables will begin to change based on the exams conducted on that day, and the exams coming up on the day after. Attached is an example of this for the week beginning 16th May.

For every exam, the students will have an intervention session on the day before the exam, and an energiser session on the morning of the exam to encourage the best outcomes. It is strongly recommended that students attend these sessions. During assembly this week, students will be provided with a personalised timetable for the exam period up to the end, and therefore should know where they need to be at each part of each day. Their tutors will also provide them with this information. The week-by-week exam timetable will also be shared on the academy's website.

Academy iPad Return

As we near the end of the exam season we are preparing for the task of collecting back in all students iPads that were provided to your child last year. You will remember signing the Horizons declaration form which stated that all devices and accessories would be returned, undamaged, to the Academy when your child leaves. On the last day of school (Thursday 26th June) after your child's last exam we will be collecting all devices. Therefore, you will need to ensure that your child brings the iPad, case, cable and charger plug into school on this day where it can be checked and signed in by a member of the IT Team.

If devices are not returned, then your child will not be allowed to attend the prom and the Academy may withhold their GCSE certificates until it is returned. If this still results in a device not being returned, then the Academy may report the iPad as stolen.

If your child is not currently using their iPad for revising for the exams, then this can be returned at any point to Mr Spratt who will sign this back in personally. Any damages or lost items will need to be paid for so please make us aware of this and return these items sooner rather than later so invoices can be organised before the end of the year.'

We know that the last two years of disruption caused by the pandemic has created additional barriers for your child to overcome. We are incredibly proud of our students and the resilience they have shown. We are here to support them at every step of the way.

If you have any questions regarding the information in this letter, please do not hesitate to contact me.

Yours faithfully

Mr A Burton
Head of Year 11

	Monday 16th May	Tuesday 17th May	Wednesday 18th May	Thursday 19th May	Friday 20th May
08:15-08:45	Attend timetabled lessons	Science Energiser in normal Y11 teaching rooms.	English Language Paper 1 Energiser (Theatre)	History Paper 1 Energiser (Theatre)	Maths Paper 1 Energiser: Foundation-Higher-
08:45-09:00		Exam line up	Exam line up	Exam line up.	Exam line up.
08:45-09:45		AQA Biology Paper 1 (1hr 45mins) 9am start	AQA English Language Paper 1 (1hr 45mins) 9am start	Edexcel History Paper 1 (1hr 15mins) 9am start	AQA Mathematics: Paper 1 (Non-calculator 1 hr 30 mins) 9am start
		AQA Combined Science Biology Paper 1 (1hr 15mins) 9am start			
09:45-10:45		All Triple students in science exam with 10:45 finish time with exception of 25% extra time students finishing at 11:15 and EAL students (10% extra) finishing at 10:55.	All students in English Language Paper 1 exam with 10:45 finish time. All students return to normal lessons with the exception of 25% extra time students finishing at 11.15.	History students return to normal lessons at 10:15 with the exception of 25% extra time students finishing at 10:34.	All students in Maths exam with 10:30 finish time. All students return to normal lessons with the exception of 25% extra time students finishing at 10:53 and EAL students (10% extra) finishing at 10:39.
		All combined students finish at 10:15 and return to normal lesson with exception of 25% extra time students finishing at 10:45 and EAL students (10% extra) finishing at 10:25.			
10:45-11:40		Attend Science normal lesson	Attend Science normal lesson	Attend normal lessons Science/ Art/ BS	Attend normal lessons Eng/Maths
12:00-13:00		English/Maths/Core PE normal lesson	Attend normal lesson B Side English/ A side core PE	Attend normal lessons Option subjects	Attend normal lessons- Options
			History students to work with KMA (42 students)		
13:00-13:30		Science intervention	Tutor	Tutor	Tutor
13:30-14:00	Lunch	Lunch	Lunch	Lunch	Lunch
14:00-15:00	Science intervention	English/Maths normal lesson	History intervention lesson (Theatre)	Maths intervention Higher- Arts barn Foundation SRO, NHA and HAL	Geography intervention
					All other students attend timetabled lesson- Science
15:00-16:00	Science intervention	English intervention	History intervention	Maths intervention	Geography intervention