



Date: 11 October 2018

Ref: PAL/aan

Dear «Parental\_Salutation»

## Year 11 Core Mock Exams Monday 5<sup>th</sup> November – Friday 15<sup>th</sup> November

I am writing to inform you about the Year 11 Pre-Public Exams (more commonly referred to as Mock Exams) which begin on Monday 5<sup>th</sup> November until Friday 15<sup>th</sup> November and will mostly be held in the Sports Hall. Please find attached a timetable of the exams.

The purpose of these Mock Exams is to enable the students and their teachers to assess their understanding of the skills and content in most subjects. The marking of the papers and the subsequent analysis of their answers will identify the gaps in their knowledge to allow for re-teaching and planning for intervention sessions at OSL (Out of School Learning) and revision. This will ultimately enable them to achieve or exceed their target grade in the final exams in May.

We have tried where possible to schedule the exams during the normal teaching time. Morning exams will begin at 08.45am and afternoon exams will begin at 1.20pm or earlier, however some papers are 1 hour 45 minutes long, which means they may extend into break, or finish around 3.15pm. We will ensure students get a break before going to their next lesson following an exam.

It is vitally important that all students adhere to the JCQ Examinations Guidance and follow the instructions and rules set out by the invigilators. No electronic devices of any kind or mobile phones are allowed in the Examination hall or Examination room and must be stored in bags which will be securely locked away in another room. Students must enter the room in silence and remain silent throughout, without looking around, distracting others in any way, or doodling/graffitiing on desks. Any damage to desks will be required to be paid for. Please impress upon «Forename» the importance of these instructions.

Students are expected to arrive at least 10 minutes before the start of each exam to place their bag and coat in the room provided. They will also be required to obtain their seat, row and desk number for the exam. The seating plan for the exam will be available the day before on the doors of the Kent Hall and Sports Hall.

It is essential that «Forename» prepares and studies hard for these exams. There are some additional revision sessions taking place during the October holiday period and during Saturday



INVESTORS  
IN PEOPLE



school (schedule enclosed). Please also ensure «Forename» is getting plenty of sleep, exercise, proper nutrition and parental guidance during this stressful time.

We thank you in advance for your support and if you have any concerns regarding the Mock exams or any other issue, then please do not hesitate to contact us.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P. Allon' with a stylized flourish at the end.

Mrs P. Allon  
Deputy Head of School