

15 November 2019

Dear Parent/Carer

Subject Year 13 Trial Examinations

Your son/daughter has received a paper copy of their Year 13 Trial Examination timetable for 2019. Study leave for all year 13 students will commence on Thursday 5 December with written exams running from Monday 9 – Thursday 19 December. Students do not need to attend school on Friday 20 December. The normal school day for year 13 will resume on Tuesday 7 January 2020.

Students have received a revision tips assembly in order to help with their planning. They must ensure that they have revisited year 12 work, which will be covered in these exams and they should complete a revision timetable which they will be starting in tutor time. Students will be registered in their exams, so are not expected to be on site other than waiting between exams taking place on the same day, and they can make use of free rooms to study.

There are 3 exam slots each day: 8.30am (registration at 8.15 am) 11.30am (registration at 11.20 am) 1.30 pm (registration at 1.20 pm).

Students must ensure that they are familiar with their timetable, knowing when and where each exam is.

These examinations will be run in accordance with examination board rules, in order to ensure that students have a real experience before the final summer exams. It is imperative that all regulations are adhered to with regard to arriving on time to register, equipment and conduct. Bags must not be brought to the venue and should be left in lockers or at home.

Permitted equipment:

- Clear pencil case.
- Black ink pens
- Pencils
- Ruler, protractor, compass.
- Rubber
- Scientific Calculator (if specified)

Watches and electronic devices are not permitted in the examination venue.

These examinations will give students and teachers guidance as to their progress and will highlight strengths and areas for improvement. Study groups and associated study leave will also be reviewed after the results have been analysed. It is important that students prepare fully, in order to maximise their results next summer.

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Mr Gary Mullings BA (Hons)
Headteacher

We wish them well in their preparation and hope they can enjoy a relaxing Christmas break, to be fully motivated ready for the demands of the Spring Term.

Please do contact me if you have any queries.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Lane', written in a cursive style.

Mrs R Lane
Art/Year 13 Leader