



Ashfields, Bromyard, Herefordshire, HR7 4QS

T:01885 482230 www.qehs.co

E:admin@tcat.school

Executive Head: Martin Farmer BEd (Hons) NPQH

Head of School: Mr.S. Seneque

15th November 2024

Dear Parent/Carer

Pre-Public Examinations

Year 11 Pre-public examinations will be taking place from Monday 25th November to Friday 6th December and will be carried out with full application of JCQ regulations for the running of external examinations. These can be viewed using the following link https://www.jcq.org.uk/wp-content/uploads/2024/10/JCQ-Instructions-for-conducting-examinations_2024_Print-1.pdf

These exams are important for staff and pupils as it will give an indication of what level pupils are currently working at and identify areas of weakness, for further revision.

I have had an assembly with year 11, where I have explained the importance of these examinations, gone through the expectations and shared the timetable with them, which is attached to this letter. The key points of information are listed below.

Pupils need to:

Before the exam

- Ensure drinks are in clear bottles with a sports top
- Pencil cases must be clear
- Arrive on time (morning exams start at 8:35)
- Go to the hall for registration
- Hand in phones, watches and headphones to a member of SLT
- When called to go through to the examination room, all coats and bags are to be left on the stage

During the exam

- Follow all instructions given by the invigilators
- No turning around or communicating with other pupils in the room
- Attempt all the questions
- For those pupils entitled to extra time, this has been considered while planning the timetable, hence the required time is available



Three Counties Academy Trust



QUEEN ELIZABETH
HIGH SCHOOL

After the exam has finished

- No turning around or communicating with other pupils in the room
- Wait to be dismissed by the lead invigilator
- Collect bags and coats from the stage, then return to normal lessons.

Phones

"In the examination room candidates must not have access to items other than those stated in the instructions on the question paper, the stationery list or the specification for that subject.

Candidates must not be in possession of the following items:

- iPods;
- mobile phones;
- MP3/4 players or similar devices;
- watches.

This means that, ideally, all unauthorised items are left outside of the examination room."

Session 1 exams (periods 1 & 2)

- All pupils need to be sat in the hall by 8:35 every day.
- I will remind pupils of what exams are on that day, so that they are aware of any exams they may have in sessions 2 and 3
- If pupils do not have an exam in session 1, they will be sent to their period 1 lesson
- They will hand in all phones, watches and headphones into a member of SLT
- When the exam is finished, they will collect their belongings and return to normal lessons

Session 2 exams (periods 3 & 4)

- Pupils who have an exam during session 2 will need to go to the hall at the end of break to register, otherwise they will go to period 3 as normal
- They will hand in all phones, watches and headphones into a member of SLT
- When the exam is finished, they will collect their belongings and return to normal lessons

Session 3 exams (form time & period 5)

- Pupils who have an exam during session 3 will need to go to the hall at the end of lunch to register, otherwise they will go to form as normal
- They will hand in all phones, watches and headphones into a member of SLT
- When the exam is finished, they will collect their belongings and return to normal lessons

If pupils have exams during sessions 1 and 2, mobile phones will not be returned to them until the end of session 2.

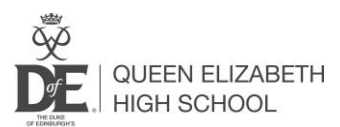
I wish all Year 11 pupils the very best of luck with these examinations.

Please do not hesitate to contact me regarding any of the above information should you wish to discuss it further.

Kind regards



Mrs M A Watkiss
Assistant Headteacher – Data, Assessment & Reporting
mwatkiss@tcat.school



Pre-public exams						
Week 1 ~ 25th - 29th Novmeber						
		Monday 25th November	Tuesday 26th November	Wednesday 27th Novemeber	Thursday 28th November	Friday 29th November
Session 1	8:35 - 10.45	English language 1 hr 45 mins	Physics 1 hr 45 mins Combined ~ 1 hr 10 mins	Statistics 1 hr 45 mins	RE 1 hr 45 mins	English literature 2 hours
	2 hours 10 mins	Break time				
Session 2	11:05 - 13:15	Maths P1 1 hr 30 mins	History Weimar and Nazi Germany 1 hour 20 mins	Computer science Paper 1 ~ 1 hr 30mins Animal care 2 hours	Spanish writing H ~ 1 hour 15mins F ~ 1 hour	Break
	2 hours 10 mins	Normal lessons				
Lunch time						
Session 3	13:50 - 15:15 1 hour 25 mins		Spanish reading H ~ 1 hour F ~ 45 mins	Geography (44) Human ~ 55 mins	Polish Writing H ~ 1 hour 15mins F ~ 1 hour	Polish reading H ~ 1 hour F ~ 45 mins
Week 2 ~ 2nd - 6th December						
		Monday 2nd December	Tuesday 3rd December	Wednesday 4th December	Thursday 5th December	Friday 6th December
Session 1	8:35 - 10.45	Chemistry 1 hr 45 mins	History Early Elizabethan England Superpower Relations and the Cold War 1 hr 50 mins	Biology 1 hr 45 mins Combined ~ 1 hr 10 mins	Food 1 hr 45 mins	ART EXAM all day
	2 hours 10 mins	Combined ~ 1 hr 10 mins			Construction Business studies 1 hr 30 mins	
Break time						
Session 2	11:05 - 13:15	Actual ~ Automotive exam Photography Computer science	Maths P2 1 hr 30 mins	Geography Physical ~ 65 mins	Maths P3 1 hr 30 mins	ART EXAM all day
	2 hours 10 mins	Paper 2 ~ 1 hr 30mins Music ~ 1 hr 45 mins				
Lunch time						
Session 3	13:50 - 15:15 1 hour 25 mins	Photography	Spanish listening H ~ 50 mins F ~ 40 mins			ART EXAM all day