



Friday 28<sup>th</sup> February 2020

Dear Parents,

## Subject Consultation Evening and Practice Exams

I would like to take this opportunity to invite you to the Year 11 Parents' Evening on Thursday, 5th March 2020. The Parents' Evening will run from 4.00pm – 7.00pm and will give you the opportunity to speak to subject teachers.

Your son/daughter has received an appointment sheet that they will use to record the times organised for you to meet their teachers. Please encourage them to include meetings with all of their teachers.

Appointments are usually five minutes in duration as there are lots of parents to see. Please don't be offended if your discussion is cut short, this will only happen if an obvious queue is forming. If you think that a longer appointment will be needed, please contact the school to arrange a separate appointment.

Teaching staff will be situated in the school Sports Hall.

We are also fast approaching the second set of practice examinations which will commence in the week beginning Monday 23rd March. For this set of practice examinations we will be focusing on a subset of the GCSE courses, meaning there will be less exams in the main exam hall. Other subjects may also choose to examine students within their scheduled lessons.

At Parents Evening a timetable of the upcoming examinations will be available and the evening will serve as an excellent opportunity for parents, students and teachers to discuss the best ways in which to prepare for them.

The normal school timetable will run during the examination period and any students not sitting examinations will be in lessons. Students sitting examinations will be in the school hall, sports hall or allocated examination room under exam conditions.

Each student will receive a personalised examination timetable and a copy of the JCQ regulations. These state the conditions under which external examinations are held. An equipment list will also be provided. A copy of these regulations and the equipment list can be found on our website under Parent Information, Examination Information.

We cannot stress enough how important these practice examinations are and how seriously they should be taken. Please also be aware that we will be doing everything we can to support your son/daughter through these exams whilst also ensuring their engagement. If you, as a parent, have any concerns about anxiety or motivation levels, please do not hesitate to contact us.

*Outstanding education at the heart of the community*

Should you have any other queries regarding the Practice Examinations, please contact me via the school office.

Yours faithfully,

T McLardy

Mr T McLardy

Assistant Headteacher - Curriculum and Assessment