



Letter No: 44/2020

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17<sup>th</sup> November 2020

Dear Parent/Carer,

## Year 11 Trial Exams Monday 23<sup>rd</sup> November – Tuesday 8<sup>th</sup> December 2020

I am writing with further details regarding the arrangements for the Year 11 trial exams that start next week.

From Monday 23<sup>rd</sup> November to Tuesday 8<sup>th</sup> December, students are only expected to attend school for their scheduled trial exams.

Students are able to access their exam timetables on their Student Bromcom VLE Portal and have been guided how to do this in school. Parents/Carers are able to access their son/daughter's exam timetable via My Child At School. The timetable includes venues and timings.

During the trial exams, there are three exam sessions a day. The following table summarises the timings of these sessions, detailing when students should arrive at their venue, when lining up and instructions will begin and the scheduled start time of the exam.

Exam Session	Arrival time (latest time students should aim to arrive at venue)	Lining up and instructions begin	Exam start time (Students sat down and starting to write)
<b>Morning</b>	8.25am	8.30am	8.45am
<b>Middle</b>	11.05am	11.10am	11.25am
<b>Afternoon</b>	1.40pm	1.45pm	2.00pm

We would appreciate your support in ensuring that your son/daughter is punctual for exams. This will help to ensure a calm start to the exam for your son/daughter and all students at the venue.

The expectation is that students will be off-site when they do not have exams. However, we appreciate that this is not possible for all students, particularly those that rely on buses, so there is a system of Silent Study Rooms in place so that students can work on site where needed. It may also be that the gap between two exams is so short that there is no time for students to leave site and return in time.



Students have been given guidance on how to **book their place** in these Silent Study Rooms using our new extra-curricular booking system, SOCs. We are asking students to book their place this week so that we can ensure sufficient capacity and staffing to safely supervise students in line with COVID-guidance.

It is important that students are fully equipped for their exams and they have been given guidance as to what is required. Whilst most is obvious and common sense, it is worth noting that students should write in black ballpoint pens, **not** gel pens, they must bring their equipment in a **clear pencil case**, or clear plastic bag, and should remember specialist equipment such as calculators, protractors and compasses where required.

Uniform expectations remain the same throughout the trial exam period and students should attend in normal school uniform.

Students return to a normal school timetable on **Wednesday 9<sup>th</sup> December 2020**.

All guidance that we have given to students is also on the Year 11 Google Classroom, if there is anything that you want to check.

As a reminder, Year 11 reports are being issued online on **Thursday 19<sup>th</sup> November 2020**.

We look forward to meeting online with you on **Learning Review Day** on the evening of **Wednesday 25<sup>th</sup>** or during the day on **Thursday 26<sup>th</sup> November**.

Students will receive their trial exam results shortly after the Christmas holidays, in time for the information to be available before the Year 11 PTC that takes place on **Monday 11<sup>th</sup> January 2021** and the **Into The Sixth Evening** on **Thursday 14<sup>th</sup> January 2021**.

We wish your son/daughter the best of luck with their trial exams and hope that they both feel the benefits of their hard work and find it a valuable experience as part of the ongoing process of developing their skills for later in the year.

Yours sincerely,

Rich Davis  
Performance Director: Year 11