



12 November 2021

Dear Parent/Carer

## **Year 11 Trial Exams : Friday 19 November – Friday 3 December**

Students have been given detailed instructions about their trial exams which begin later next week, and reminded about our expectations of behaviour, equipment, uniform and attendance. As this year group have made such an excellent start to Year 11, we have, after much deliberation, decided to grant them study leave during the Trial Exams period.

Following Mr Shapland's letter today regarding additional protocols affecting Year 11, some additional changes have been made to our arrangements (shaded in grey below) which will be reiterated to students next week - please do discuss these with your child.

### **Arrival in school and how study leave works**

All students must be in school by 8.35am on each morning that they have an exam (which is almost every day of the exam period).

Students will be able to leave the premises and return home to study after sitting their final paper each day. They should return directly home, as the purpose of study leave is to enable them to complete further revision and to recharge in a warm environment. Students should not be loitering in the town.

Please note that in the event that students have an exam session 1 (first thing), no exam during the second session (between break and lunch) and then another during session 3 (after lunch), **they will be expected to remain in school to study between their two exams**, and be in the supervised study area allocated for that session. Study areas will be notified and clearly displayed each day to students.

It has been, and will continue to be, made clear to students that study leave is a **privilege**, which may be withdrawn if they fail to meet expectations in terms of behaviour or uniform.

### **Access arrangements**

Access arrangements will be in place for those students who are entitled to them. Mrs Dolt, our Exams Officer, will be meeting with these students on Tuesday and Wednesday in advance of the exams, to explain their arrangements. **They should go directly to Chapel at the start of the first day of exams** to await their instructions for the day.

### **Equipment**

Please support your son/daughter by ensuring they have a full set of equipment which they must bring to each of their exams:

- A clear pencil case
- 2 black pens, a pencil, ruler and eraser
- Pencil sharpener
- Scientific calculator
- Protractor
- Compass

Only clear water bottles may be taken into the exam hall.

Students are also reminded that mobile phones and smart watches are not permitted in the exam hall under exam regulations; however, please see below.

#### **Alterations to 'normal' arrangements for trial exams**

- Face coverings are recommended and should be worn by students inside buildings, as has already been notified, unless students are exempt - this also applies to exams
- Coats will be permitted to be worn in exam rooms, whilst we continue to ensure good air flow and ventilation
- Students who do NOT receive access arrangements:
  - should line up in the car park opposite reception in advance of each exam (by 0835 each morning) in tutor groups. The car park will be free of traffic at this time.
  - when instructed, will take their seats in the Hall, taking their bags with them to place under their desk. Any mobile phones must be turned off, ensuring that no incoming messages or calls could disrupt the examination, and placed at the bottom of their bags.
- Year 11 students should increase lateral flow testing to once per day from Saturday 13th November and across the trial exam period.

#### **Preparing for the trials**

To prepare for their trial examinations, students should be working through an independent revision timetable at home; they received guidance on constructing a revision timetable in tutor time earlier this half term. We would suggest at least two hours per day on home-learning and revision during this time. Guidance is given by their teachers in class and via Google Classroom around what topics to cover. If students find constructing a revision timetable and working through it challenging, there is help and support available in our supervised study session, Session 6, in the LRC, Monday to Thursday, 3.20-4.20pm. Miss Shilliday and Mrs Kingston are available to help with revision during these sessions. Session 6 does not run during the trials period itself.

Thank you for your continued support and encouragement at home; the trial exams are an important opportunity for students to practise navigating the exam and access arrangement protocols, and to assess the progress made across the GCSE course in advance of the final examinations next summer.

#### **Contingency arrangements for next summer**

Finally, Ofqual have provided details of contingency arrangements for accrediting qualifications should there be any interruption to external examinations next summer - this again emphasises the importance of trial exams, which could be used as a source of evidence for grading in the event of disruption next year. An open letter for students can be found [here](#), with a summary of arrangements [here](#).

Yours sincerely



Mr R Peters  
Deputy Head Teacher



Miss A Shilliday  
Head of Year 11