

11 November 2021

Dear Students, Parents and Carers

All Year 12 and 13 students will be sitting trial examinations during the week beginning 29 November and the week beginning 6 December. This will be the first time that the students have sat examinations for two years and therefore it is really important that they are as prepared as possible and have completed the necessary revision in order to succeed.

Attendance during this period is vital as the results of these examinations will show us what the students can do well and what they need to focus on, in order to be successful later in the year. Teaching staff will use the information they get from these trial examinations to identify misconceptions, enabling them to reteach key learning components and remodel composite learning.

Please help your child to timetable some revision over the next few weeks. Staff will be modelling revision techniques in lessons and ensuring that students know what to revise. Revision materials will be available on Satchel One. Students will also be directed to use their independent study time in school to continue with their revision.

Examinations will take place during morning and afternoon sessions. Students should arrive in school at the normal time of 8.50am and remain in the Sixth Form Centre until they are called into their examination. They should have checked the seating plans in advance so that they know which seat they are sitting in and can enter the examination hall at the correct time. They should ensure that they have a clear pencil case with all their required equipment. They can bring a drink of water in a clear bottle. They must not take any electronic devices into the exam hall including electronic watches.

Afternoon sessions will take place straight after lunch, Years 12 and 13 will be on the earlier lunch slot of 12.15-12.45pm for the two weeks during which the trial examinations are running. Students should return to the hall ready to be welcomed into the examination room at 12.55 pm.

Personalised individual timetables will be issued in due course.

Please do not hesitate to get in touch if you have any queries in relation to the forthcoming examinations.

Yours sincerely

**Mrs G Aston**  
**Associate Assistant Headteacher: Sixth Form**