



# Hazelwick School

An Academy

Headteacher: Ms A Fearon BA (Hons) MA NPQH

Chair of Governors: Dr K Milcoy

November 2020

Dear Parent/Carer

## Mock Examinations: Tuesday 1 December – Friday 18 December 2020

I am writing to explain the arrangements for the forthcoming mock examinations. During the mock exam period through December, a modified Year 11 timetable will operate. Students must attend school **every morning** at the usual time. They will then have either an exam or their normal lessons. When they do have a morning exam, they will return to normal morning lessons as soon as the exam is completed. The only exceptions are on the last day of term (Friday 20 December) when students will go straight home after their Maths exam **and for any exams that start at 11.20am, when students will be allowed to go home once the exam has finished.** When a student has an exam in the afternoon, they will be allocated a private study room, which will be supervised by a member of staff; students will need to bring their own study material for this lesson.

The arrangements for **afternoons** are different and the normal timetable is suspended. If students **do not** have an exam in the afternoon, they will be allowed to go home at the end of the morning session (12.20pm) to study independently, **unless they have a pre-arranged revision or 'catch-up' session at school, which they must attend instead.** They must go straight home and remain there for the rest of the school day, preparing for their forthcoming exams. If students **do** have an afternoon exam, they may go home as soon as that exam is over. Students who receive a free school meal will be able to collect this from the canteen prior to going home.

Some students may lose the privilege of going home in the afternoons if they have fallen behind with their coursework or if their behaviour and/or work ethic have not been satisfactory. In these instances, we believe that students would achieve greater academic success through revision carried out under the supervision of staff at school. (Similar arrangements to these will also operate during the actual GCSE examination period in May/June 2021.)

For all of the mock examinations, it is important that students come into school with the correct equipment, all of which should be in a clear polythene bag or clear pencil case.

An email containing a copy of the examination timetable has been sent to the students. I suggest that the relevant examinations are highlighted so that it is clear exactly when and where they take place. There will be certain students who have access arrangements where their location for exams will, in some cases be different to that of the rest of their teaching group. These students will be given their location details on a separate sheet of paper.

Yours sincerely

Mr L Evans  
Head of Middle School

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**To be returned to the student's Form Teacher**

I acknowledge receipt of the letter informing me of the arrangements for the mock examinations period. I understand that afternoon independent study has been granted on the condition that, when not taking an exam, my son/daughter will revise at home or attend additional revision or catch-up sessions where necessary.

Student's Name: .....

Form: .....

Signature of Parent/Carer: .....

Date: .....