



22nd November 2021

Dear Parent / Carer,

Re: Year 11 Mock Exam Arrangements 2021

As you are aware, the main mock exam period will commence on Monday 6th December, though there will be a couple of exams on the 2nd and 3rd December. Students will remain in school as normal up to and including Friday the 3rd of December. From Monday 6th December students will be on 'examination leave' when they will only attend the mock exams they need to sit and are free to return home to continue revision once their exam is completed. Mock exams will continue until the end of the term for Year 11 students. Individual mock exam timetables for students will be sent in a separate email shortly after you receive this email.

All students are expected to attend every one of their mock exams. If a student is ill and unable to attend please contact the school in the normal way to report an absence. In this case, we will look to re-arrange when the missed exam can be completed before the end of the term. **Pupils must attend in school uniform for these exams.** The exams will be conducted under the same rules as the real GCSEs and the highest standards of behaviour are expected. Please take note of the exam regulations information that is attached. Students should ensure they have all the necessary equipment for each exam—nobody should arrive without pens, pencils, calculators etc, which must be contained in a see-through bag/pencil case. Please take note of the attached exam regulation notices and discuss these with your son/daughter. Pupils need to arrive in good time for their mock exams, which start at 9.00 a.m. in the morning and 1.00 p.m. for afternoon exams.

Once an exam has been completed students are free to return home to continue with further revision. Any student who wishes to stay in school between a morning and afternoon exam will have access to a quiet working room to continue with their revision. Students will need to remain in this room and ensure they have revision materials with them. Information about which rooms are available each day for the period between morning and afternoon exams will be posted around the examination halls.

2022 Exam contingency plans

Ofqual has now outlined the contingency plans for schools if exams could not take place in the summer of 2022. They are very clear that they believe exams will take place but want to have a contingency plan to cover all potential eventualities. Schools will be required to collect some assessment evidence through the school year that could be used to generate Teacher Assessed Grades (TAGs) if required at a later date. The suggestion from Ofqual is that we collect some assessment data in the Autumn Term, the Spring term and early in the summer term. The Year 11 mock exams will therefore be the Autumn term evidence that we will collect, should it be needed for the purposes of generating TAGs at a later date. We will inform you and Year 11 students, exactly what assessment will be identified for the Spring term and the early summer term prior to these taking place. These later assessments will be smaller scale than the mock exams and take place in a normal hour long lesson. **It is very important that students recognise that these are not additional assessments.** We will be using assessments that we would ordinarily be doing as part of our preparation for the exams in the summer. The only difference for students is that they need to be aware that a particular piece of assessment will be used in the unlikely event that Teacher Assessed Grades are needed at a later date. Students will need to prepare as normal for assessments, as guided by their teachers, with the aim of doing their

best, as this is the best method to prepare for the real exams. The full details of Ofqual's contingency plans can be found via this link:

[Guidance for schools, colleges and other exam centres on contingency arrangements for students entering GCSEs, AS and A levels, the Advanced Extension Award and Project qualifications in summer 2022 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/guidance-for-schools-colleges-and-other-exam-centres-on-contingency-arrangements-for-students-entering-gcse-as-and-a-levels-the-advanced-extension-award-and-project-qualifications-in-summer-2022)

The school will ensure that we comply with all elements of this guidance.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'A.J. Park'.

A.J Park
Deputy Head Teacher