

Monday 22nd September 2025

Dear Parent/Carer,

We are pleased to be able to share with you the final details of the Year 11 mock exams that your child will be completing from Monday 3rd November 2025. The exam period will last for three weeks.

These mock exams are an important part of the work that your child is completing to prepare for their GCSE summer examinations. We want to ensure that your child is fully prepared for the summer examinations and we hope that you will fully support us in delivering a successful mock examination period. The mock exams will ensure that your child fully understands the formal JCQ examination regulations, and how GCSE exams will run at the school. They will also enable students to practise revision techniques, and the feedback they receive from these mock exams will indicate where students need to focus their revision, as well as supporting teachers to adapt teaching.

Students have been given the Year 11 mock exam timetable and must **read it carefully**. The seating plans will be provided at the start of each exam. Students will have an assembly to revisit the precise guidance of our expectations during mock examinations, as well as student conduct.

Students should come prepared with all the necessary equipment for their exams. Only clear plastic pencil cases are allowed. Clear plastic water bottles are allowed into the exam hall without labels. Mobile phones or other unauthorised electronic devices (including watches) are not allowed into the examination hall. The seating plans will be displayed outside the annexe and displayed on the Year 11 Google classroom. Please encourage your child to leave their mobile

phones at home, if this is not possible, students must ensure their devices are switched off and placed in their bags. We can take no responsibility for items being damaged or lost.

All mock examinations will take place at the annexe, in formal examination conditions. Students should arrive at school as normal between 8.20 - 8.30am where they will be registered in forms and then immediately walk across to the annexe at 8.35am, where they will line up before the morning exams start at 8.45am. The afternoon exams will begin at 1.55pm and students will need to line up by 1.45pm. Year 11 will be having early lunch at 1.20pm.

Due to the length of the exams, some of the exams in the afternoon will end beyond the normal school day. We expect exams to finish by 3.50pm; however, students who have additional time may leave later as they maximise the support offered by the school. If you have any concerns about your child leaving school late, please do contact your child's Head of Year, Ms Peterson.

Year 11 students will have their normal break and lunch times during the exam period, and they will go in for early lunch every day of the exam period to ensure they finish eating before going across for afternoon exams at 1.45pm. Students are expected to remain in lessons in between exams and while we understand this may lead to some disruption to lesson time, the expectation is that students show maturity and make their way to lessons and exams calmly and sensibly between transitions. Students have been informed that their learning within subjects will continue when they are not in exams therefore they must come equipped with the correct books.

We will survey students after the mock exams to gain their feedback, to review their wellbeing and consider what we can do to support them further in the run up to the exams. There will be a mock exam 'Results Day' on **Tuesday 16th December 2025** and this will be followed by a **Year 11 parents/carers' evening on Wednesday 14th January 2026.**

There will also be an assessment week for year 11 from Monday 2nd February to Friday 11th February 2026. This will involve exam practice for GCSE subjects in lesson time. This timetable will be released in late December.

Thank you in advance for your support in ensuring that your child is well prepared, well rested and attends promptly each day of the exams.

Yours faithfully

Ms. S. Maniar
Assistant Headteacher

