

Dear Parent/Carer

The Year 11 GCSE mock examinations run from Monday 6 December to Friday 17 December 2021; (Art and MFL mock exams will take place up until Tuesday 21 December). Individual Candidate Timetables for the written Mock Exams are now available on Insight. Please ask your son/daughter to print off the timetable and ensure they report to the correct room for each exam.

If students do not have a morning or afternoon exam, they should go directly to their Form Room/Period 5 where they will be registered, as usual. After an exam finishes students must go directly to their regular classes for revision sessions.

Line up and registration for mock examinations is at **8.40am** for morning exams and **1.00pm** for afternoon exams (**12.00pm for Friday afternoon exams**). **Please note that if students are not in time for the exam without a valid reason, they may not be permitted to enter the exam room and take the exam.** If students have an afternoon exam, they will take their lunch break during Period 4 (12.25-1.00pm) in the Canteen.

Please find attached to this email GCSE Mock Exam Guidance for Candidates, explaining procedures and rules for the examinations that all students must adhere to. I have also attached a letter from Mr Ramsey and Mrs Joseph explaining the contingency arrangements, published by Ofqual, if examinations cannot go ahead.

Earlier this term I sent out the instructions, regulations and warnings published by the Joint Council for Qualifications. Students must read through the information thoroughly in order to adhere to the regulations and avoid any possibility of disqualification. Mock exams are run using the same rules as those that apply for GCSE exams in order to help equip students for taking public examinations in the summer.

For 2021/2022 the JCQ (Joint Council for Qualifications) have asked schools to report any incidents of malpractice in mock exams/assessments to the relevant awarding organisation which will then provide further guidance on the next steps, including details of any sanctions to be applied. Please ensure your son/daughter is aware of this.

Wishing all our students the best of luck in their mock examinations.

Kind regards

Mrs Gold
Examinations Officer