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January 2023

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Dear Parents, Carers of Sixth Form Students

Happy New Year – I trust you had a restful holiday period and hope you are looking forward to 2023.

As you will know, students in Year 12 and in Year 13 have a set of Mock Examinations in the w/c February 6th. This letter is to inform you of the examination schedule and to share with you the expectations around examinations.

Exam Schedule

	Mon 6 th Feb	Tues 7 th Feb	Weds 8 th Feb	Thurs 9 th Feb	Fri 10 th Feb
09:00	Y13 English Lit. (3h) Y13 Further Maths (2h) Y13 Computing (2h30) Y12 Computing (2h30) Y12 History (2h15) Y12 Health and Social (1h30)	Y13 Sociology (2h45) Y13 PE (2h30) Y12 and 13 Textiles (3h) Y12 Drama (1h45) Y12 Geography (1h30) Y12 Physics (1h30) Y12 Politics (2h)	Y13 Chemistry (2h) Y13 History (2h15) Y13 Media (2h30) Y13 Health and Social (1h30) Y12 English Lang/Lit. (3h) Y12 Further Maths (2h) Y12 PE (2h15)	Y13 Business (2h) Y13 Photography (3h) Y12 English Lit. (2h30) Y12 Media (2h15) Y12 RE (2h) Y12 Chemistry (1h30) Y12 Sport (1h15)	Y13 Geography (3h) Y13 Physics (2h) Y13 Art (3h) Y12 Sociology (2h15)
13:00	Y13 Psychology (2h) Y12 Maths (2h)	Y13 RE (2h) Y13 Maths (2h) Y12 Biology (1h30)	Y12 Business (2h)	Y13 Biology (2h) Y12 Psychology (2h)	

	Mon 13 th Feb	Tues 14 th Feb	Weds 15 th Feb	Thurs 16 th Feb	Fri 17 th Feb
09:00	Y11 Maths Paper 1 (1h30) Non-Calculator	Y10 RE (2h)	Y11 English Language (1h45)	Y11 Maths Paper 3 (1h30) Calculator	
13:00	Y11 Biology triple 1h45 combined 1h10	Y11 Maths Paper 2 (1h30) Calculator	Y11 Chemistry triple 1h45 combined 1h10	Y11 Physics triple 1h45 combined 1h10	

Exam Expectations

These are the expectations which have been shared with students:

- DO learn your CANDIDATE NUMBER, EXAM ROOM and SEAT NUMBER - which is shown on your individual candidate timetable

- DO bring all your own equipment to the exam – depending on the examination you will need:
 - CLEAR PENCIL CASE (see-through) with no markings or writing
 - 2 x BLACK INK PENS – no erasable or gel pens, no correcting pens, fluid or tape
 - HIGHLIGHTER PENS – are not allowed for your answers, but can be used on question papers to plan your answers
 - 2 x HB PENCILS
 - PENCIL SHARPENER
 - ERASER
 - RULER (cm/mm)
 - PROTRACTOR
 - PAIR OF COMPASSES
 - SCIENTIFIC CALCULATOR (with no lid) when permitted for use in the exam

It is the student’s responsibility to bring the correct equipment to every exam.

- DO bring DRINKING WATER in a clear bottle with a SIP/SPORTS CAP lid and with all labels removed – no other drinks are allowed
- DO NOT bring any food into the exam
- DO arrive to school as normal and make sure you go to the exam meeting area at least 15 minutes before the start time of your exam
- If you are ILL or going to be LATE, your parent/carer must contact the school before 08:30 and advise Reception as usual, but specifically tell them to inform the Exams Officer
- If you feel UNWELL or have a PERSONAL ISSUE before the start of the exam, you must tell the Exams Officer before you go into the exam room
- DO remember to take your glasses (no cases allowed), inhalers, Epipen or any other medical equipment to the exam - which will be checked by the Invigilators before the exam starts
- DO remove everything from your pockets (including tissues) and put in your bags
- DO ensure all electronic devices are switched off, and all watches removed, and are all put in your bags - which must be left in the bag store room assigned to your exam room
- You will be called to your exam room by your SEAT ROW NUMBER – proceed to the bag store room assigned to your exam room, then under the instruction of the Invigilators you may enter your exam room in a quiet and orderly fashion
- DO NOT talk as soon as you enter the exam room and REMAIN SILENT as you will be under formal exam conditions
- DO NOT touch anything on your exam desk until you are instructed to do so by the Invigilators
- DO NOT make eye contact or talk to any other student and face the front at all times
- DO NOT borrow any equipment from any other student – if you have forgotten something please raise your hand and one of the Invigilators will assist you

Incidents of malpractice will be reported to the Exam Board and could lead to disqualification.

- LISTEN CAREFULLY to the instructions given by the Lead Invigilator at the start of the exam
- DO NOT write anything until you are instructed to do so by the Lead Invigilator

- Only when instructed to do so, fill in your details on the front cover of the answer booklet or the top of line of the A4 lined paper you are given – you must write your FULL NAME (first name and surname) and candidate number, you may also be instructed to include the centre number (31155) and your subject teacher’s name
- If you have a QUERY during the exam – e.g. faulty pen or calculator, need a tissue, need to go to the toilet, feeling unwell – raise your hand and one of the Invigilators will assist you
- If you complete the exam early you will not be allowed to leave the exam room – please check through your work and sit quietly at your desk (you may put your head on your desk) and DO NOT disturb others who are continuing to work
- At the end of the exam you must REMAIN SILENT as you are still under formal exam conditions until you leave the exam room
- The Invigilators will collect the exam papers and you will be dismissed a row at a time to collect your bags
- RESPECT other students when leaving the exam room, REMAIN SILENT and DO NOT attempt to communicate with anyone until you are outside the exam room

If you have any queries please see the Exams Officer as a matter of urgency.

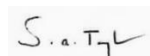
Preparation is key - students should recall and put in to practice all the study skills and advice communicated to them.

We in the Sixth Form Team, and the wider school, are aware that this can be a challenging period for students and families. If we can help in any way please do contact us so we can arrange support: sixthform@northleamington.co.uk

We wish students every success in these and future examinations.

I hope you have a restful and pleasant weekend.

Yours faithfully,



Steven Taylor - Senior Assistant Headteacher (inc. Head of Sixth Form)