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9th May 2023

Dear parent/carer

The summer exam season is fast approaching. We appreciate that this can be a stressful time for students and our aim is to support and guide them as effectively as possible to reduce stress and build their confidence ahead of these crucial exams. Set out below is detailed information covering a range of aspects which we hope will aid you in supporting your child during the exam season.

Pre-Exam Revision Sessions and Study Leave

As in recent years, and in line with other NOVA Trust schools, there will be no study leave for students. They will be expected to continue to attend school throughout the exam season (15th May to 21st June) – see additional detail below. This will ensure students are well supported to achieve the best possible outcomes. As additional support, throughout this period there will be a series of pre-exam revision sessions (*please see attached*) which will take place in the morning or afternoon prior to each exam. During these sessions subject teachers will support final preparations for the exam, give students the opportunity to address any last-minute queries and settle some nerves.

Once the exams begin students will follow an adapted timetable, they should, however still attend school full time through the exam season and in full school uniform in line with the specific detail below. The following dates are set out to ensure parents/carers are clear on what is expected in terms of attendance in this period:

<p>Monday 15th May</p>	<p>Start of the formal exam period and of the arrangements as set out on the attached documents.</p> <p>From this point all Year 11 students will register during study period in the Hub where a free breakfast will be provided throughout the exam period.</p> <p>Students will attend their exams, any pre-exam revision sessions or their normal lessons in that order of priority.</p>
<p>Friday 16th June</p>	<p>This is the date up to which <u>all students need to attend as normal</u>. If students miss sessions (i.e. morning or afternoon) up to this point these absences will be followed up as previously.</p> <p><i>If students have completed their studies in a subject prior to this point there will be opportunities to use this time to prepare for exams in other subjects.</i></p> <p>All Year 11 students have a Science exam in the morning on this date and many students have a Geography exam in the afternoon.</p>

Monday 19th to Wednesday 21st June	<p>Between these dates there are several exams (DT, Hospitality & Catering and Further Maths) but most students will not be involved in these.</p> <p><i>During these days students will only need to attend if they have a) an exam, or b) a pre-exam session.</i></p>
Monday 26th June 9.30-10.30am	<p>Year 11 Leavers' Assembly incorporating opportunities for shirt signing. Students to arrive on site no earlier than 9.20 am.</p>

Additional dates for your reference include:

Thursday 29th June	<p>The Year 11 Prom at Rufford Golf and Country Club for those students where have confirmed attendance.</p>
From Friday 30th June to Friday 7th July.	<p>Students' signing out. Once all your child's exams have been completed and all outstanding coursework submitted they can 'sign out'. Students will need to come into Student Services to collect a signing out form and then get the required signatures from staff to complete the process. This should not take more than thirty minutes.</p> <p><i><u>NB Leavers hoodies to be collected on Friday 30th June 2-3.30pm or on results day</u></i></p>

Exam breakfast available

All Year 11 students can take advantage of toast and juice in The Hub every day during the exam season. This offer allows students to relax and speak with their peers prior to the exams, to conduct some independent revision and receive last minute advice and guidance on the exams that day from their teachers.

Exam start times

All exams are designated as either AM or PM exams. All AM exams start at 9:00am and all PM exams start at 1:00pm. Students should arrive promptly at the exam room. Further information can be found here: <https://www.garibaldischool.co.uk/page.php?p=exams>.

Wednesday 28th June 2023 – Exam contingency day

Exam awarding bodies have designated Wednesday 28th June 2023 as a 'contingency day' for examinations, (www.gov.uk/government/publications/exam-system-contingency-plan-england-wales-and-northern-ireland). This 'contingency day' is in place in the event of national or significant local disruption to exams in the United Kingdom. Therefore, students need to remain available for exams up to and including this date.

Mobile phones, electronic devices and other equipment during exams

In terms of exam conduct, mobile phones and other electronic devices, such as smart watches, are not permitted in the exam hall either on a student or in a student's bag. As a school, we no longer provide a facility for holding electronic devices. Ideally students should not bring such items into school on days of exams. This applies to all students sitting any exams. All pencil cases used in the exam rooms must be see-through and all water bottles used must have their labels taken off. Further information on this can be found here: https://www.jca.org.uk/wp-content/uploads/2022/08/ICE_22-23_FINAL.pdf

Results Day 2023

GCSE Results Day is Thursday 24th August 2023. We will share specific details of the arrangements for this in due course. If students will be away on results please contact the school as alternative arrangements will need to be put in place to receive results information. We cannot share exam results with anyone other than the student themselves unless we've received written confirmation from the student. We are unable to give results over the phone.

I would also like to take the opportunity to reiterate the importance of students making use of their own time to support preparations for the exams. While we endeavour to support students as much as possible in school time, it is essential that time is allocated at home over the coming weeks. Revision time should be planned using a revision timetable, a possible template for which is in the exam preparation booklet we sent home in the Autumn Term and which students have access to via their school email. Revision should go beyond simply reading through exercise books; again, suggestions and some guidance are available in the exam preparation booklet and have been shared with students via email. If you would like to receive another copy of the exam preparation booklet please use the contact email for the school office below.

If you have any queries in relation to the above, please do not hesitate to contact me for further clarification. If your question is directly related to exam conduct, please contact the Exams Office directly by e-mailing exams@garibaldischool.co.uk or by phoning the school on 01632 464 220.

Finally, on behalf of the staff I would like to wish all our students good luck for their exams.

Yours faithfully

Martin Dawson



Deputy Head Teacher