

11th October, 2023

Dear Parent/Carer

Re: Year 11 Exam Cycle

We are writing to inform you of the forthcoming Pre-Public Examination (PPEs) cycle, that begins on **Monday 30th October 2023**, to be taken by all of the Year 11 cohort.

As I am sure you are aware, these are very important examinations for the school and the students. It is essential, therefore, that students prepare thoroughly and do the very best they can. The results of these exams will provide useful indicators as to the current performance of Year 11 students and enable the school to assess how well students are doing against the GCSE target grades. They will also provide students with experience of examinations which will be of value to them when they come to prepare for and sit the real examinations in the summer.

At Roding Valley High School, we pride ourselves on the extensive support programme that we offer our students in preparation for their GCSE exams. All students have participated in a revision workshop and have been shown how to use our revision microsite - you will find the link to this [here](#). It is also linked on our main school website in the Revision Resources tab. Given this is their first Year 11 exam cycle we recognise the importance of ensuring they are fully prepared both academically and emotionally.

Please see below vital information regarding the exam cycle:

[Y11 Provisional Exam Timetable](#) - this will also be accessible via your child's Edulink account.

Arrangements:

<u>Date</u>	<u>Arrangements</u>
<u>Monday 30th October</u>	Students come in as normal at 8.30am - they participate in all lessons apart from when they have a scheduled exam.
<u>Tuesday 31st October- Monday 6th November</u>	<p>Students only come onto school site for their scheduled exams. Students arrive by the normal time (8.30am)</p> <p>AM exam slot – 9am Extended break Afternoon session - 12pm All students will leave the site after their exams. <i>**Please note, if your son/daughter does not have scheduled AM exam, they must sign in via front reception at 11.30am to be ready for their exam.</i></p>



**Tuesday 7th- Friday
10th November**

Students are on site all day for their school day, as normal.
Students that have exams will leave lessons to sit exams.

Students should arrive promptly to school having looked closely at the examination timetable beforehand. The location, duration and start time of each examination is indicated on the timetable. **Students will also be given their own personal timetables.**

These examinations will be treated in the same way as formal GCSE's and, therefore, expectations regarding behaviour will be as stringent as during the real examinations. Silence must be maintained from the time of lining up to enter the examination room, throughout the examination and until after leaving the examination room. All students must wear full school uniform. Mobile phones must be switched off and left, along with wrist watches and any notes, in bags or jackets in the secure storeroom before entering the examination room.

Please note that all students doing an afternoon examination, will be dismissed from site, at the end of the examination.

Breaktime & Lunchtime provision

Please note that our snack shack (over on the PE side) will be open every morning from 8.15am & in between exam sessions for Year 11s to purchase light snacks & drinks before their exams. The baguette bar provision will run as normal during break & lunch time.

Note from our Examinations Officer:

Please ensure that your child arrives properly equipped. They will need at least 2 pens (black ink only), HB pencils, CALCULATOR, eraser, ruler, protractor and compasses.

We are taking this opportunity to provide you and your son/daughter with information issued by JCQ regarding expectations in relation to written examinations. In particular, we would like to emphasise the need for students **not** to take their mobile phones into the examination room. This is a requirement of all examination boards and failure to comply with the regulation could have serious ramifications concerning the awarding of qualifications next summer.

Lastly, we will be speaking to the whole cohort of Year 11 students next Thursday during an extended assembly to outline the logistics and expectations around this PPE period.

If you have any questions or queries regarding the above examinations, please do not hesitate to contact us. Your continued support with Year 11 is appreciated.

Aspiration
Respect
Endeavour

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Roding Valley
HIGH SCHOOL

Yours faithfully

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Deputy Headteacher

Mr M Vermaak
Assistant Headteacher

Miss T Pinches
Year 11 Progress Leader

