

25th March 2024

Dear Parents and Carers

This letter contains important information about the summer examination period for students on the Elevate course.

Preparing for the summer examinations

Teachers are highlighting areas where students performed well in their mock exams and providing feedback on how to improve grades. Students who are disappointed with their mock grades can make significant improvements over the coming weeks if they commit to revising regularly and use the revision methods that are being modelled in lessons. We recommend the free resources on the following website for students and parents who would like information about effective study habits and revision techniques:

<https://examstudyexpert.com/>

Staff are supporting students with strategies for managing anxiety and stress. In addition, 'Young Minds' offer useful advice, which can be accessed here:

<https://www.youngminds.org.uk/young-person/coping-with-life/exam-stress/>

Information about the summer examination series

The timetable for the summer exams is available on the Northgate website in [Learning/Examinations/Summer 2024](#). The main examination period for Elevate students starts on Friday 10th May. **Please note that all students need to be available to sit examinations until the end of Wednesday 26th June 2024 due to awarding body contingency planning.**

Your child will receive their personalised examination timetable via their school email address before the end of term. Please take the time to go through this timetable with your child; any errors should be reported to the exams office immediately.

Lessons will continue to the end of Friday 7th June, with the exception of Film Studies which will finish at May half term, as all the exams for this subject will be completed at this point. Between 10th May and 7th June, students are expected to attend lessons when not in an exam. Students with an afternoon exam will be permitted to leave Lesson 3 at 12.35 to have lunch and a break before sitting their paper.

After 7th June, teachers in subjects in which the final examination has not yet taken place will be available in the usual lesson slot and venue if students would like to come to school for support with their revision. We would ask that students arrive for the start of the lesson if they are planning attend in order that staff can make the most of the time with them.

Morning exams will start at 9.00am, and afternoon exams at 1.30pm. **Students should arrive 15 minutes before these times** to ensure a prompt start.

The location of exams is on the timetable on the school website. Students with extra time access arrangements should go to the venue on the exam timetable. However, if their SEN access arrangement includes use of a laptop, scribe or reader, they should report to A32 at least 15 mins before the start time.

I would like to take this opportunity to express how important your role is in ensuring that your child is fully prepared for their exams and approaches them seriously. We would appreciate your support in ensuring your child has the correct equipment and arrives on time for all exams. Students should only have a bottle of water that is clear and has no label or writing on it. The exam boards stress that it is the responsibility of the student to come with the correct equipment, so we recommend that a clear pencil case with black biros, ruler, protractor, compass, pencil, rubber and a calculator should be brought to all exams. We will not be loaning any equipment to students. We would ask that students ensure that they visit the toilet prior to taking their exams, as toilet breaks should only be taken in an emergency or in case of medical need.

Students are not permitted to have the following in their possession in the exam room: air pods, earphones/earbuds, mobile phones, any type of watch, iPods, MP3/4 players or similar devices.

The full information for candidates from JCQ is available on the Northgate website in [Learning\Examinations\Information for candidates](#) – **it is vital that students read and follow these rules.**

Thank you for your support. If you have any queries, please do get in touch with us at school.

Yours sincerely

Mr C Hill
Examinations Officer