

20<sup>th</sup> March 2025

Dear Parent, Carer or Guardian

We appreciate that this is quite a long letter. Please do take the time to read it and keep it for future reference, as it contains important information about the summer examinations, as well as the progress check that has just been issued.

### ***Information about the progress check***

Teachers have recently completed a Year 13 Progress Check, which gives an indication of how students are approaching their studies and how they are performing on their courses.

This report is available to you electronically via Bromcom MyChildAtSchool in the *Reports* section; please note that it is best viewed in the web version rather than in the app. It would be helpful if you could access Bromcom via your own account, rather than your child's, to enable us to have a clear record of which parents have read this report. **If you have not yet activated your Bromcom account**, instructions for how to do so can be found on the Northgate website in the [Bromcom section](#).

In this progress check, subject teachers have given two grades: *mock result* and *most likely*.

- The *mock result* is an indication of the grade that was achieved for the recent mock exam, where applicable. When considering this grade, please be aware that:
  - Grade boundaries vary between exam series, so boundaries from a previous exam cannot reliably be applied to a future one;
  - The mock will only have assessed some aspects of the course.
- The *most likely* is the grade that the teacher believes the student is most likely to achieve overall at the end of Year 13, based on what they have seen from them so far (e.g. classwork, homework, assessments, current approach etc.). In some cases, it could be that students have the potential to achieve a higher grade if they prepare carefully for their final exams and/or complete non-examined assessment to the best of their ability.

Please bear in mind that the grades given in this progress check are based on evidence to date and cannot be used to draw conclusions about what might be given as a teacher-assessed grade, should this situation arise.

### ***Year 13 parents evening***

Year 13 parents' evening is taking place online on Thursday 27th March. Information about this event has been sent out in a separate email.

### ***Preparing for the summer examinations***

Teachers are highlighting areas where students performed well in the mocks and providing feedback on how to improve grades. Students who are disappointed with their 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.

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 2025](#). The main examination period starts on Monday 12<sup>th</sup> May. **Please note that all students need to be available to sit examinations until the end of 25<sup>th</sup> June 2025 due to awarding body contingency planning.**

Students will receive their personalised examination timetable via the Bromcom Student Portal and you will be able to see it in MyChildAtSchool. Please take the time to go through this timetable with your child; any errors should be reported to the exams office immediately. In the case of any clashes, students will receive a separate communication about arrangements in the first week of the summer term.

Lessons for Year 13 students will continue until May half term. There are some examinations in the weeks commencing 12<sup>th</sup> and 19<sup>th</sup> May; during this time 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 their exam.

After half term, 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 to 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 must arrive 15 minutes before these times** to ensure a prompt start.

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 must 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 clear bottle of water that 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, pencil, eraser, and if relevant, a ruler, protractor, pair of compasses and 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 examination, 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, smart-glasses, 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.

We hope that you find this information useful. If you have any queries or concerns, please do not hesitate to contact your child's form tutor or the relevant subject leader.

Yours sincerely

Miss D Fowler  
Head of Year 13

Mr C Hill  
Examinations Officer