

March 2022

Dear Parents and Carers,

As we approach the final weeks before Year 11 pupils start their GCSE examinations I am writing to ensure you are informed of the arrangements in place and would seek your support to ensure your child is fully aware of what is expected. At such an important time their attention needs to be fully focused on preparing for and completing their GCSE examinations to the best of their ability.

GCSE Examinations:

The written GCSE examinations for Year 11 commence on Monday 16th May, although some pupils may have practical examinations prior to this date:

- All pupils have been provided with a detailed examination timetable
- Pupils are expected to fully abide by the normal school rules during the examination period
- Pupils are expected to arrive for their examinations in good time and to be dressed in full school uniform
- If a pupil is late they will only be allowed to enter the exam room after the exam has commenced in cases where there is a good reason, such as difficulties with transport. Full examination time is discretionary according to the examination board regulations and the Examinations Officer will be able to make that decision on the day. In all cases you must telephone the school as soon as possible and give us your child's Estimated Time of Arrival
- If a pupil is unwell during an examination or absent through illness, it is usually within their interest to try and sit the examination in all cases. An application for special consideration can be made to the exam board, providing a medical certificate is sent into school within seven days. The certificate must be dated on or before the examination date
- Pupils are reminded they are responsible for bringing the appropriate equipment to each examination, this should include two black pens, pencil, ruler, eraser, protractor, compasses, highlighters, coloured pencils (and a calculator if appropriate). Pupils are not permitted to borrow equipment from another candidate once inside the exam room. The school is not required to provide exam equipment and may not be able to do so on the day
- The JCQ regulations state that any water bottles or pencil cases must be of clear plastic with no writing or labels. Any which have writing on will be removed by the invigilators
- Wristwatches of any kind are not allowed in the exam room. Clocks are hung around the exam room for timekeeping.
- No mobile phones or smartwatches are allowed into an exam room. Any that are found will be reported to the exam board and will normally result in a disqualification from that paper.

Attendance at school:

Pupils are expected to attend school as normal throughout the examination period until such time as the school deems appropriate to study from home on days when examinations are not taking place. We will communicate further regarding this nearer the time.

Pupils may leave school officially on the day of their last examination, providing all books, equipment and locker keys have been returned and clearance forms have been completed and handed to me.

HEADTEACHER • MR S GIBBS MSc BSocSc

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Test Valley School



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Year 11 Prom:

The Year 11 Prom will be held on the school grounds this year, on Friday 24th June from 6:00pm until 10:00pm. Details will follow.

Collection of Examination Results:

Examination results will be available for collection from the Main Hall from 10am until 11am on Thursday 25th August.

Pupils may nominate a family member or other adult to collect results on their behalf by sending in a signed letter authorising such collection in advance. This needs to be addressed to 'The Examinations Officer' and handed to Pupil Services by Friday July 15th. It must state the full name of the person collecting their results who will be required to bring identification on the day. We are not permitted to give results over the telephone. Any results envelopes left uncollected will be posted 2nd class on that afternoon.

Annual Presentation Evening:

The Annual Presentation Evening will be held in the autumn term. A letter of invitation will follow. Should your address change, please ensure you inform the school.

We are anticipating a good set of GCSE results this summer and we look forward to celebrating the pupils' success with them.

I also take this opportunity to wish them well in their forthcoming examinations.

Should you have any further queries regarding the above please do not hesitate to contact Mrs Fraher (Examinations Officer) or myself.

Yours sincerely

Steve Langdown
KS4 coordinator.

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