



Date: Friday 4th October 2024

Our ref: MAL/sjt

Dear Parent/Carer,

Re: Forthcoming exams in the Summer of 2025

I am writing to provide you with information regarding forthcoming exams in the summer of 2025. The plan for the year includes a mock season which will take place from:

- **Mock 1: Tuesday 5th November 2024 to Friday 22nd November 2024**
- **Mock 2: Monday 10th February 2025 to Friday 4th March 2025.**

These mocks are important to ensure accuracy of predictions and to plan for key intervention in the run up to external exams. Students will receive their mock timetables in the next few weeks. It is expected that exams and formal assessments will go ahead as planned in the summer of 2025. Any assessment evidence collected through these mocks will be retained and would be used to determine grades only in the unlikely situation that exams and formal assessment could not go ahead. Therefore, these mocks are very important. It is important that students are aware that their performance in the mocks will be used as part of evidence to determine a grade for them if exams cannot go ahead as planned. The mock timetable will be shared with students and parents once it has been finalised.

In addition to this, students will also have an assembly to share the exam expectations with them. May I take this opportunity to inform you that the following dates have been designated by Ofqual as a 'contingency day' for examinations.

- **Contingency afternoon session 11th June 2025 PM**
- **Contingency day 25th June 2025 – all day**

The designation of a 'contingency day' within the common examination timetable is in the event of national or significant local disruption to examinations in the United Kingdom. It is part of the awarding bodies' standard contingency planning for examinations. Students must remain available up to and including 25th June 2025 should an awarding body need to invoke its contingency plan for any reason. Therefore, it is advisable that any potential holidays are not booked for departure until after this date.

Please could you read the following points carefully and reiterate these with your child. We will also be delivering two key assemblies throughout the year to support your child.

- **Tiers Mock exams** will play a vital role to inform tier of entry i.e. Higher or Foundation in specific subjects e.g. Maths, Science and MFL. Tier of entry will not be based on student or parental choice or any recommendations from any private tutors. We must see the evidence in mock exam assessments which take place at school to support any tier entry. Year upon year, we receive requests from parents and students to move tier entries due to tuition in place or promises of more work. Tier entry will only be based on evidence of assessments in school.



There will be no movement of tiers once entries have been made. Through rigorous testing teachers will make a professional judgement on the tier entry for subjects where they require it. Tier entry is never to hinder the progress of the student, it is to support them to ensure they achieve the best grade through a paper which is accessible to them. At times, students achieving a score on a Foundation paper can result in a U grade on the Higher paper.

- **Predicted grades** will be refreshed after assessment points such as the mock exams. Sixth forms are fully aware of the refreshed and revised grades. (They do the same in their schools). We will not be providing on refreshed grades outside our assessment schedule due to a student wanting to meet a particular entry requirement for a particular sixth form. Predicted grades will only be revised following key assessment points. Teachers will make professional and accurate predictions based on the evidence through rigorous testing. Students are aware should they require a specific prediction for a reference. They need to ensure that they are performing at their best.
- **Mock exams** will fit into a short space of time. This may result in 3 mock exams in one day. However, this is also possible during the external exams. It is important we prepare the students for this, should it be the case. We also wish for the students to resume their full timetable as soon as possible.
- **Mock results days** will be following both series of the mock exams. We will also host a 'mock results day' to provide them with an experience of what the real GCSE results day may feel like.
- **Exam timetables** will be released to students through registration. There will be updated versions distributed as further information is available such as seating plans, venues, access arrangements, tiers etc are added. Students MUST check their exam timetables carefully to ensure all their subjects and exams are present. It is also important that your child is in registration every day to receive this information.
- **Key information** is provided in the attached key posters and information. Any breach of these regulations will result in candidates being reported to the exam board which could lead to an outcome of disqualification. Please be assured although this is a lot of information, we will be reiterating this throughout the year in assemblies. Students have already had experience of this in their Year 10 end of year exams. Rules and regulations are set by JCQ and the exam boards. And we have a duty to ensure we uphold the integrity of the exams. These procedures will be followed for the mocks to provide students with an experience of the external exams.

If you have any queries at all then please do not hesitate to contact the school and we will do all that we can to assist.
Yours sincerely,

Mrs M Allitt
Deputy Headteacher