



12 April 2024

Dear Parents and Carers

## **YEAR 11 GCSE EXAMS – 15 April – 20 June**

I hope that this letter finds you and your family well. Year 11 students have returned from Easter positive and focused to make the most of their final term at BBEC. Next week marks the start of the practical exams for Art, Photography, Textiles and 3D Design along with speaking exams for Spanish and French.

The first written exams start on Thursday 2 May. Year 11 students in school have been given a copy of their exam entries which they should have brought home to show you; this shows the dates and times of exams clearly and any entries for BTEC PSAs (coursework units). Students will soon be given their second exam schedule which will detail their seat number and room for each exam.

## **TIMETABLE AND STUDY PLUS**

**Throughout the exam period, students will follow their normal timetable** when not in exams or in study plus – these are intensive exam preparation sessions put in place the day or the morning before the actual exam.

## **REVISION AND EXAM PREPARATION**

Teachers are working closely with students providing final revision in preparation for their exams; these last few days and weeks are essential and can make all the difference. As always, please ensure that attendance is 100% every day. There are still interventions taking place to ensure that students are reaching their potential in a range of subjects, and we are using Period 1 to provide additional support for all students. It is imperative that students arrive on time to school each day in order to access these interventions.

Exam preparation and revision is all-important over the next few weeks – students should be working an average of 2-3 hours every day – this could be spread out, or more focused.

## **ATTENDANCE AND PUNCTUALITY**

All the GCSE exams are taken by all students nationally on the same day at the same time; if an exam is missed, then there will be no opportunity to resit the exam and all marks will be lost for that paper. Attendance and being on time for the start of the exam are essential; if there is an emergency which might delay students, parents must ring school immediately. It remains parents' and carers' responsibility to ensure that students are here on time.

## **EXAM REGULATIONS**

I will be speaking to Year 11 students about the examination regulations and how important these are. Students have practised these in their mock exams but it is now more important than ever that students follow every rule and do not commit any malpractice. If any malpractice occurs, it has to be reported to the exam board immediately and they will decide on any action. Malpractice can result in losing all marks for that paper, being disqualified from that subject or even from all subjects for that exam board.



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### Please see below a summary of the key exam rules and regulations:

1. Students must not arrive very late for an exam; they may be prevented from sitting the exam.
2. Students are not allowed to take bags or coats into the exam (they can be stored safely).
3. Once they are in the exam hall or room; they must not talk or communicate with other students until they have left.
4. They must bring the equipment they need; pencil cases must be clear, water bottles must have all packaging removed.
5. Students are not allowed to take mobile phones, watches or any electronic device into the exam.
6. Students are not allowed to leave the room during the exam unless in an emergency.

If you have any queries about exams, please email [exams@bbec.bdat-academies.org](mailto:exams@bbec.bdat-academies.org)

### STUDENT SUPPORT

We understand that the next few weeks can be a stressful time for many students, and this is normal. Students want to do their best and to perform well on the day, and this places added pressure on them. Please be assured that the school will help and support all it can and do contact the school if you have any concerns.

### NEXT STEPS

We would like to wish all Year 11 students the very best of luck for their exams; so many students have showed lots of ambition by working extra hard throughout their time here at BBEC. We will write to you again in the coming weeks with details of the Study Plus schedule for students and further information about results day and next steps.

Yours sincerely

*C Carr*

Mrs C Carr  
Head of Year 11

*J. A. Scott*

Mrs J Scott  
Deputy Headteacher



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