



23 April 2021

Dear students, parents and guardians,

EXAMS & STUDY LEAVE FOR YEARS 11, 12 & 13 2021

This is a very peculiar year!

Pearson Edexcel exams grades will be based on evidenced, predicted grades. There is a document on our website: Secondary & Sixth Form; Info for Parents; Summer 2021 Wingate Pearson Exams Policy, which explains the whole process in great detail.

Cambridge International (CIE) are going ahead with their exam series. The exam timetable is also on the website in Info for Parents and displayed in prominent areas in school for the students. **It is very important students do not miss their CIE exams because the only time they can retake them is in October/November or June 2022.**

Exams:

- CIE exams begin **Wednesday 5 May**
- There will be a final set of Mock exams for most students between 10 - 21 May to provide us with the final evidenced tests
- Practical IGCSE Art exams are on Wednesday 12 and Thursday 13 May

Study leave begins:

- For Years 11 & 13 on **Friday 21 May**. This is much later than a normal year to allow us to collect as much evidence as possible to give all students as fair a final grade as possible. Therefore, prior to study leave **all** students must attend school as normal.

Once study leave begins for Years 11 & 13:

Students may choose to only come into school for their exams **unless** a specific subject teacher informs them a revision lesson will take place. These lessons are considered compulsory but we do not expect students to be in school at any other times. They must sign in and out at the office.

Year 11 students **must** be in uniform or school PE kit when they are in school.

All books for Years 11 & 13 students need to be returned and the Leavers Form (from the office) signed by every subject teacher by Friday 4th June.

Year 12: Lessons will continue as normal with Year 13 subject content. This is because most of them will have exams in October. It is very important students attend school as normal. This content will not be recovered in September.

Year 13 Graduation Assembly will be on **Friday 21 May** at 11.30. This will be held outside in the green area of the school and details will be sent home prior to the Assembly. However, Covid and space restrictions mean only 1 parent can attend, sorry.

Year 11 Graduation will be on **Monday 24 May** at 11.30 but due to Covid and space restrictions it is for students only. It will be videoed and sent to parents later.

Exam's organisation:

Both Cambridge International and Pearson Edexcel exam boards provide concise, detailed and extensive rules for exams (my night-time reading!). Students have been briefed already and will be reminded closer to the exams of the rules but to help, here are a few:

- It is the **students' responsibility** to know **when** and **where** their exams are taking place
- Students must be in school 15mins prior to the start of any exam or arrive by school bus. They should be lined up outside the Hall 10 mins before each exam
- Pencil cases must be clear and have all the equipment necessary for their exams
- Only **black** ink can be used in exams and absolutely no correction fluid or rollers
- Bottles of water must be clear and have their labels removed; food or other drinks are not allowed in the exam room
- Mobile phones and watches **are not** allowed in the exam room. There is a collection box at the entrance to every exam. This is taken to the Office immediately the exam begins and students can retrieve them after the exam – unless they are going into isolation or immediately starting another exam. Just being in the possession of a mobile device means they are in breach of exam regulations and this will result in disqualification from the exam or the entire series
- Students who are ill prior to, or during, an exam **must** inform the invigilator before or during the exam. If they are too ill to come to school, you must inform us prior to the exam and obtain a Doctors Certificate **that day** which must be brought to school at the latest, the following day

This is a stressful time for all concerned and I am sure we will all do our best to support all the students. Just ensuring your child is on time, has a good breakfast before morning exams and has a packed lunch prior to afternoon exams will be a substantial help to them.

If you have any questions, please contact Mrs Tolfrey or myself through the School Office.

Kind regards,

Mr Colin Macrae
Head of Wingate

Mrs Colette Tolfrey
Head of Senior School