

23rd October 2015

Dear Parent/Carer

Re: Practice Examinations 2015

I am writing to inform you of our intention to hold Year 11 Practice Exams which will take place between Monday 16th November and Friday 27th November.

Pupils will be informed in their year group assembly of the following procedures. These are to ensure the Practice Exam period runs as smoothly as possible for all pupils involved.

Morning Exams

All morning Exams will start at 9am promptly. Pupils will need to collect their mobile phone wallets from their Group Tutor room and meet in the Year 10/11 Social Area by 8:50am ready to start their Exam.

Afternoon Exams

Afternoon Exams will start at 1pm promptly. Pupils will collect their mobile phone wallets from the Social Area by 12:50 ready to start their Exam. Pupils must arrive at the social area for 12.45.

The majority of the exams will be held in the main hall.

Pupils are expected to bring any necessary specialist equipment with them e.g. scientific calculator as well as a pen, pencil and ruler.

We will adopt the same rules and procedures in these Practice Exams as we will have to adhere to in the final external examinations in the summer.

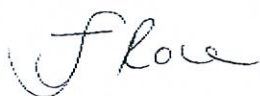
Normal timetabled lessons will continue to run for pupils who are not included in the examination.

A copy of the Practice Exam timetable is on the reverse of this letter and can also be found on the school website www.croftonacademy.org.uk

We hope by sharing this information with you, you will support us as we endeavour to ensure your child is fully prepared for the final examinations that will take place in the summer term.

Should you wish to discuss any of this information please do not hesitate to contact me at school.

Yours sincerely



Sarah Rowe
Year Group Manager

www.croftonacademy.org.uk
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