

Dear Parents/Guardians

Year 11 Final Exams

We are rapidly approaching the start of the main GCSE examination period. Please find a link [here](#) to the summer exam timetable which can be found on our website. We will also be sending an individual timetable home over the next couple of weeks. In addition to the exams which will be included on the individual timetable, there will also be exams on the following dates:

Date	Length	Activity
15 th March	All day	Drama Performance
25 th & 28 th March	All day	Food Practical
31 st March	All day	Dance Moderation
28 th April – 6 th May		MFL Speaking Exams (Teachers will give students details of their exam date)
End April	All day	PE Moderation
12 th May	AM (8.45am start)	BTEC Children's Play, Learning and Development - Exam

Please ensure that a copy of your son/daughter's examination timetable is clearly visible and discussed at home. GCSE exams can only be sat at the scheduled time so it is imperative students attend on time for all exams.

There are a small number of students who will have a clash with two exams scheduled at the same time. The Exams Officer will be in touch with details of how this clash will be managed.

GCSE Contingency Day

The full GCSE exam period is Monday 16th May 2022 through to Friday 24th June 2022. Wednesday 29th June has been designated as a contingency day by the government. This is in order to provide a space for exams to be rescheduled in the unlikely event of a national incident preventing large numbers of students sitting them on the scheduled day. We have been advised that **all students must be available to take examinations each day up to and including Wednesday 29th June 2022-** so please do not book any time away before Thursday 30th June 2022.

Advanced notification documents

As a result of the impact of the global pandemic Ofqual has directed the Awarding Organisations (AOs) to reduce the content being examined. In some subjects (English Literature, Geography and History) this has involved the removal of whole sections from some of the exam papers.

In the case of all other subjects with exams, 'Advanced Notification Documents' were published by the AOs on 7th February. These documents provide details of the topics which will be covered by the exam questions this summer. Your child's teachers will be using these documents to help structure their revision in the run up to the final exams. It is important to note that while they will not be asked questions directly about topics not listed in these documents, their knowledge and

understanding from other parts of the specification will be credited if it is relevant to the responses which students produce.

The link below will take you to a video which I shared with Year 11 before half-term covering both the upcoming TAG assessments and the Advanced Notification documents:

<https://drive.google.com/file/d/1WD1VS9RhxvpZmkTLAuwm2i83B0JKihx1/view?usp=sharing>

Revision

Non-Examined Assessment (coursework) has now been completed in most of the subjects where it forms part of the GCSE and the focus for lessons over the next few months will be largely on revision.

Students will also need to complete the remaining TAG assessments which are taking place this term, just in case there is a late decision to cancel the GCSE exams, for example if COVID case rates rose significantly again.

As the Easter break approaches the amount of homework will decrease and students should be increasing the amount of revision they are doing each night. Our expectation is that students should be completing a minimum of 2-3 hours of revision per night in the run up to Easter. They should then aim to complete a minimum of 3-4 hours per day over the Easter holiday. It is very important that students build breaks into their revision and using a revision timetable is essential.

The students will be provided with detailed guidance on how to prepare for their examinations both by their subject teachers and Heads of House. Each subject will also provide students with specific details of their exams and the topics which need to be revised.

The link below will take you to the Year 11 revision section of the school website. You will be able to access the revision materials, including videos, which have been posted there.

<https://gillotts.org.uk/teaching-and-learning/curriculum/years10-11/year-11-revision>

Year 11 revision sessions

There is also a link on the school website to the revision sessions which are taking place in subjects outside normal lesson time. This can be accessed by clicking on the link below:

<https://docs.google.com/document/d/15or3oPT0xs1N-vhhirBCMh7QOm9XT1r-z1bOmivOzXU/edit>

End of normal lessons

It is our experience that students prepare better for their examinations by combining home study with a structured school-based revision programme. As you will see from the exam timetable,

many more of the final GCSE exams are now taking place before the May half term holiday than in the past (with around half the exams now being in May).

The last day which students will be required to attend normal lessons in school will be Friday 13th May. From Monday 16th May, students will only need to attend school if they have an exam or if they have a scheduled revision lesson. We will be sending home a timetable of revision lessons during the 'study leave' period and we expect all students to attend these sessions unless they have an exam in another subject. It is also possible that some of these revision sessions will be run remotely so that students do not need to travel into school to attend.

End of Year 11 celebrations

We will be holding the Year 11 Leavers' Assembly and shirt signing session on Friday 13th May. It is important that all students conduct themselves very sensibly on this day and during their remaining time at school. The end of the exam period will be followed by the Year 11 Prom on Friday 24th June.

Whilst we are really looking forward to celebrating the end of their time at Gillotts School with Year 11, it is important to draw your attention to the fact that we expect excellent standards of behaviour across the whole of this period. Students will not be allowed to attend the Prom if they do not meet our expectations. These include:

- excellent attendance over the next few months (unless there is a clear reason for absence)
- excellent behaviour, including on Friday 13th May (Leavers' Assembly Day)
- attending all school detentions

It is also likely to be the case that any student who misbehaves on Friday 13th May will be required to attend school as normal during the rest of Term 5 rather than being allowed to revise at home.

We will also be holding a Year 11 photograph on the afternoon of the last PSHE Day of the year (Wednesday 6th April). Students will only be allowed to participate in this event if they attend the morning sessions.

Book returns

If your child has borrowed any textbooks or other learning resources from school these will need to be returned to the OLC. I would like to encourage students to return their textbooks after the end of their final examination in each subject.

Picking up exam results

Students will be able to pick up their GCSE results from the School Hall at 10.30am on Thursday 25th August. If someone else will be picking up the results they will need to be provided with a signed letter on the student's behalf. Also, if you would like the results to be posted or will be moving house over the summer please can you let the House Base know as soon as possible.

Seeking help and support

We are aware that the last two years have been a stressful time for our students, and indeed our staff. We will do all we can to support our students over the next few months. I would like to encourage you to contact your son/daughter's tutor or subject teachers if you have any concerns.

It is also important that students build relaxation time into their revision programme and get plenty of sleep.

What should I do if I have any questions about the final GCSE exams?

If you have any questions about the administration of the final GCSE exams please contact Mrs Farman, our Examinations Officer – vfarman@gillotts.org.uk

Please can you complete this Google [Permissions Form](#) by **Monday 21 March 2022** to give permission for your child to have study leave from Monday 16 May 2022.

We wish your sons and daughters every success in their exams.

Yours faithfully,

A handwritten signature in dark ink that reads "E. J. Newbold". The signature is written in a cursive style with a large 'E' and 'J'.

Dr Newbold
Deputy Head