

10<sup>th</sup> May 2022

Dear Parent / Carer,

In preparation for the upcoming GCSE exam series, we would like to take this opportunity to give you some important information regarding your son/daughter's GCSE exams.

The exams will begin the week commencing **Monday 16<sup>th</sup> May 2022**. Your son/daughter has been given a copy of their individual exam timetable, so that they are clear about what exams they have. You have also been sent a copy of the exam timetable to your emails.

The exams will take place in either the morning or the afternoon, with your son/daughter having two exams some days.

The morning exams will begin at **8.40 am.**  
The afternoon exams will begin at **1.30 pm.**

It is imperative that your son/daughter is not late to their exam. If they are late, **they will not** be allowed to sit the exam, this is in line with the Joint Council for Qualifications (JCQ) regulations, and will therefore fail that exam.

In preparation for the exams, the academy will be running revision sessions every morning before exams beginning at **7.30 am.** Students who attend these sessions will be given a free breakfast each morning.

It is also the expectation that during the exam season that your son/daughter will remain in the academy until **4pm** to participate in intervention classes for their exam. Again, free refreshments will be provided.

It is also the expectation that your son/daughter is in full academy uniform for his/her exam. This includes: school blazer, tie and shoes. Any items of clothing that are not part of the academy uniform, including hoodies, will be taken from your son/daughter before they enter the exam and returned once the exam is completed.

Students are also not allowed to wear smartwatches whilst in the exam under the JCQ guidelines. If your son/daughter is found to be wearing a smartwatch this will be considered a breach of exam rules and your son/daughter could face disqualification from all of their exams.

Students must also have the correct equipment for their exams:

- A black pen
- A pencil
- A ruler
- An eraser
- A scientific calculator
- A clear pencil case

Principal - Anthony Williams BSc Hons, NPQH, MEd

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If your son/daughter is absent for the exam due to illness, they must have a doctor's medical note. Please be aware that the exam boards will not consider colds, headaches, sore throats etc. an acceptable reason to miss the exam.

In the build-up to exams, we will be collecting your son/daughter's mobile phone numbers in case of any emergencies. This will then allow us as an academy to get in touch with them directly if we need to.

I would like to thank you once again for your continued support as we reach the final stage of your son/daughter's GCSE examinations.

If you have any questions, please do not hesitate to email Ms Walsh via:  
[Jennifer.Walsh@oasisenfield.org](mailto:Jennifer.Walsh@oasisenfield.org).

Your sincerely,

A handwritten signature in black ink, appearing to read 'A Williams', with a horizontal line extending to the left.

Anthony Williams  
Principal