



## HECKMONDWIKE GRAMMAR SCHOOL

RGT/JDN

22 March 2023

Dear Students, Parents & Carers,

I am writing to you regarding the summer examinations in May & June 2023. Students will have already received their skeleton timetable of when their examinations will take place to allow them to plan their revision in the coming weeks. A more detailed timetable to include seat numbers will be sent out closer to the time. We have enclosed the External Examination Information for students - it is vitally important that all students have read and understood its contents.

### Contingency Days

Each year the Joint Council for Qualifications (JCQ) designate several days on which they can reschedule examinations should the local and/or national need arise. On these days, students need to be available for any exam should it be re-scheduled. Whilst it is rare that these days are used it is important to note that if an exam is re-scheduled for these times, students must attend otherwise they will score zero as they will have missed the exam. These days and times are as follows.

Thursday 8 June 2023 PM

Thursday 15 June 2023 PM

Wednesday 28 June 2023 Full Day

### Y13 Study Leave

The final full day in school for Year 13 will be Friday 12 May. Following this day, when the exams begin on Monday 15 May, students will only be required to attend school for their examinations. This will be the start of their study leave. However, teaching staff will be available in school should students require extra support before their exams. During study leave there will be three possible scenarios for examinations:

1. If students have an exam in the morning ONLY, they need to arrive at school at the usual time through the usual student entrance at the corner gate and wait in the room next to the SCR. Once the exam is completed, they will be free to leave the premises via reception. If they wish to study in school, they can use the ILA in the JCC but they must ensure they sign with Mrs Sheard. Staff from each subject area will be available if they require any further support.

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Headteacher: Mr P Roberts

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2. If students have an exam in the afternoon ONLY, they need to arrive at school at 1.00pm and wait in the room next to the SCR. If they are only able to arrive in the morning - they must use the ILA in the JCC and ensure they sign in with Mrs Sheard
3. If students have an exam in the morning AND afternoon, they need to arrive at school in the morning at the usual time through the usual entrance as describe above and wait in the room next to the SCR. Once the morning exam is completed, they can either leave the site or use the ILA in the JCC ensuring they have signed in with Mrs Sheard.

For all exams students must bring their lanyard with them for official identification purposes.

### **Results Days**

Exam results will be released on Thursday 17 August at 8am. Students and parents are invited into school to collect their results from this time. In addition to the usual celebrations that occur on this day there will be UCAS support available for those students who require it.

May I take this opportunity to wish all our students the very best of luck for their exams. I know they will work hard for them.

Yours faithfully,



Mr Richard Tipler

Deputy Headteacher