



HECKMONDWIKE GRAMMAR SCHOOL

RGT/JDN

11 April 2024

Dear Y13 Students, Parents & Carers,

I am writing to you regarding the summer examinations in May & June 2024. 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. When we send out the timetables, we will also include a document called "External Examination Information for Candidates" and 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 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 6 June 2024 PM

Thursday 13 June 2024 PM

Wednesday 26 June 2024 Full Day

Y13 Study Leave

The final full day in school for most Year 13 students will be Friday 10 May. This is a day of celebration, and further details will be communicated closer to the time.

Following this day, when the exams begin on Monday 13 May, most 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. There will be a small number of students who will benefit from further close support from school and therefore will be required to attend every day, and this will be communicated at the appropriate time.

During study leave there will be three possible scenarios for examinations:

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Headteacher: Mr P Roberts

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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 the corner gate as usual. If they wish to study in school, they can use the ILA in the JCC but they must ensure they sign in with Mrs Matthews.
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 at school in the morning due to transportation issues, they must use the ILA in the JCC and ensure they sign in with Mrs Matthews.
3. If students have an exam in the **MORNING AND AFTERNOON**, 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 morning exam is completed, they can either leave the site or use the ILA in the JCC ensuring they have signed in with Mrs Matthews. They will then need to arrive back at the room next to the SCR at 1.00pm.

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

Results Days

Exam results will be released on Thursday 15 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