



SRE/kha

7 January, 2022

Dear Parent/Carer

Re: January/February 2022 GCSE Examinations

The January/February 2022 GCSE examinations will start on Monday, 10 January, 2022 and finish on Wednesday, 9 February, 2022. The timetable of this series of GCSE Examinations can be found on the school website.

All GCSE examinations have to meet the Joint Qualifications Board requirements. We are often visited by Inspectors, without notice, to make sure that we are following the requirements expected of an Examination Centre. Any student who breaks the rules runs the risk of being disqualified, not just from the exam they are sitting at the time, but from *all* those for which they are entered. It is essential that students understand the serious consequences of not complying with expectations as set out below:

- No mobile phones, watches or any other portable electronic devices are allowed in the examination rooms. Students are required to hand in their devices, which will be held securely in a labelled envelope until the end of the examination.
- The examination must be conducted in silence and there must not be any form of communication between students.
- Students must wear full school uniform, including the appropriate school shoes and a blazer.

The public health guidance to support exams was updated on 2 January, 2022 and although students are not ordinarily expected to wear face coverings during exams and assessments, only on arrival and departure, students may wear face coverings in this series of examinations if they wish to do so.

If your son/daughter does not attend their GCSE examination because of illness, a medical certificate must be obtained from your Doctor. This needs to be given to Ms Harrod, Examinations Officer, and you will not be charged their examination fee. If your son/daughter does not attend their GCSE examination for any other reason, then you will be charged their examination fee.

If you require any further clarification of the details in this letter please contact Ms Harrod, Examinations Officer.

I would like to take this opportunity to wish your son/daughter every success in their GCSE examinations.

Yours sincerely

Stuart Reynolds
Headteacher