



# THE ARNEWOOD SCHOOL

*Working Together - Shaping Tomorrow*

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Dear Parent/Carer

## **Re: GCSE Summer Exams**

I hope that the preparation for your child's GCSE examinations is going well. I am writing to inform you of some key information in preparation for the examinations.

### **Examination Timetable:**

You and your child should have received an email earlier this year detailing the dates of the examinations. We have recently resent the timetable again, which now contains the seat your child will sit the examinations in. If you are unsure of when the examinations are happening, you can view the timetable on our information system, Arbor.

### **Examinations:**

For each examination:

- Students should arrive for their exams in full school uniform at least 20 minutes in advance to ensure they have time to settle and use the restrooms.
- Students are expected to bring the equipment they require for the examination. We are unable to supply equipment that students may require but have failed to bring, such as calculators, rulers and protractors.
- We recommend that students have a pencil case (which must be see through) with two black pens, two pencils, a rubber, sharpener, 30cm ruler, protractor and calculator, which students bring to every exam. Water bottles must have no labels and be transparent.
- Students may not have a mobile phone or watch on them during any examination and must ensure they are turned off and placed in a bag at the back of the hall before the examination. To avoid accidents, we recommend that they do not bring their mobile phone to examinations.

### **Illness and exams:**

Students must attend all examinations. On the rare occasions where students are unable to attend school due to significant illness, we will apply for special consideration. A doctor's note must be obtained by the student's parents confirming that the illness was significant enough to prevent the student from attending the school during the exam. We will pass this to the exam boards as evidence if requested.

### **Attending School:**

Students will be expected to attend all lessons up to **Friday 26<sup>th</sup> May** (Half term). After this date, Students will be expected to attend all lessons for each subject where there is still an exam or coursework to be completed.



Students will have a celebration day on **Friday 26<sup>th</sup> May**, which will involve a change to the school day. Further details will be provided by their Head of Year closer to the time.

Please be aware that **Wednesday 28<sup>th</sup> June** is a contingency day for examinations. This is so an examination can be postponed to this day if required by the examination board. For this reason, please ensure that your child is able to attend school on any day up to and including 28<sup>th</sup> June should they be required to.

If you have any questions regarding the examinations or arrangements, please contact either myself at [j.hutson@arnewood.hants.sch.uk](mailto:j.hutson@arnewood.hants.sch.uk), or Ms White, the Exams Officer at [j.white@arnewood.hants.sch.uk](mailto:j.white@arnewood.hants.sch.uk).

Yours faithfully

A handwritten signature in cursive script that reads "Hutson".

James Hutson  
**Assistant Headteacher**