



THE ECCLESBOURNE SCHOOL

'Learning Together For The Future'

Head Teacher
James McNamara BA(Hons); NPQH

Wirksworth Road, Duffield, Belper: DE56 4GS
Tel: (01332) 840645 Fax: (01332) 841871
Web: www.ecclesbourne.org.uk
email: info@ecclesbourne.derbyshire.sch.uk



1st December 2023

Mock Examinations: Year 13: Monday 8th to Thursday 18th January 2024.

Dear Year, 13 students, parents and carers,

The January mock examinations are a vital element of A-level study. The examinations provide an opportunity to embed and test student knowledge and understanding and they enable teachers and students to identify areas which need further work. They are also an indication of the likely grades each student will achieve in their final A level examinations. Therefore, it is imperative that students are well prepared for these examinations. Students should be in the midst of their personal revision and staff have been guiding students with subject specific advice and will continue to do so over the coming weeks. Further revision advice and specific resources, including past papers, can be found on the revision zone which all students have access to via Office 365.

The dates for year 13 mock examinations are **Monday 8th to Thursday 18th January 2024**. Each student will be issued with a personalised exam timetable nearer Christmas, showing the details of all their mock examinations. Some will be bespoke to resolve any clashes in subjects so please ask your child to check their exam timetable carefully. The examination timetable will be available on the school website here: [Exam Timetables | Ecclesbourne School](#), along with the Joint council for Qualifications (JCQ) exam regulations and a useful 'before your exams' checklist from JCQ. but is attached below for your information.

These mocks should follow the same guidelines as the real exams in the summer so that students are fully prepared. It is therefore essential everyone is aware of the exam regulations so please ensure that you have read through it and have discussed it with your child. The key message to emphasise is that students cannot bring any electronic device, for example, a mobile phone or smartwatch, into an exam. A calculator is only permitted for certain examinations. Students should ensure that any revision notes are left outside of the exam hall. Failure to follow these expectations can lead to disqualification from an exam or series of exams.

Please ensure that your child is aware of the dates and times of their examinations, whether the examination is in the morning (9.00 am start) or the afternoon (1.30 pm start). Students are required to be present at the venue of their examination at least **ten minutes** before the scheduled start of the examination.

We would encourage students to make the most of the facilities and support in school during their exam times and we will provide a supervised quiet space in the Sixth Form for them to work in throughout. Your child's teacher will be available in their usual classrooms and at the usual timetabled time so that students can revise with them if they wish.

We will allow sixth form students to study at home during the examination times with parental permission. Please complete the form here <https://forms.office.com/e/nXN5ux4mFn> to authorise your child's examination leave. Some students will be required to attend school to support their preparation and parents of these students will be contacted separately. Those staying on site will be registered in the Sixth Form Centre each morning and afternoon session.

Please do not hesitate to contact me should you wish to discuss any element of this letter.

Kind regards,

A handwritten signature in black ink, appearing to read 'H Weller', written in a cursive style.

Hannah Weller
Head of Sixth Form



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| AQA | City & Guilds | CCEA | OCR | Pearson | WJEC |
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Warning to Candidates

1. You **must** be on time for all your examinations.
2. **Possession of a mobile phone** or other unauthorised material is **not allowed** even if you do not intend to use it. You will be subject to penalty and possible disqualification from the exam/qualification.
3. You **must not** talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.
4. You **must** follow the instructions of the invigilator.
5. You **must not** sit an examination in the name of another candidate.
6. You **must not** become involved in any unfair or dishonest practice in any part of the examination.
7. If you are confused about anything, only speak to an invigilator.



On your exam day

This checklist will help you to be as prepared as possible for your exams, so that on the day itself you can focus on doing your best.

Before sitting your exams, ensure you know:

- the date, time and location of your exams - you might find it helpful to write this information in a calendar or planner.
- who to contact at school or college in case there's an emergency that makes you late or unable to sit your exam

What you will need:

- a clear pencil case
- at least two black ink pens - blue pens are not acceptable
- an approved calculator for relevant exams
- appropriate apparatus such as a ruler or protractor for relevant exams
- a clear water bottle if you wish to take one in - it must not have a label

Contingency sessions:

- There are contingency sessions within the Summer 2024 exam timetable - the afternoon of 6 June and 13 June 2024 and the morning and afternoon of 26 June 2024. Make sure you are available on all three dates even if you do not have an exam.

What you cannot take into exams:

- any type of phone
- revision notes
- any type of watch (this includes analogue, digital and smart watches)



Other important information:

- Listen carefully to the invigilator's instructions which will be specific to your exam. If you are unsure of anything, please raise your hand and wait for the invigilator.
- Fill in your details on the front of your answer booklet.
- If you need additional answer sheets, raise your hand and wait for an invigilator who will provide you with one. Remember to add your details to this booklet too.
- If you need to use the toilet or feel unwell, raise your hand and wait for an invigilator who will escort you from the exam room.
- Make sure you stay silent - talking to a fellow candidate could result in disqualification from all your exams.

If you have any questions about your exams, please ask your teacher or exams officer.



You can also find useful information about preparing for exams at www.jcq.org.uk/exams-office/information-for-candidates-documents