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THE COOPERS' COMPANY AND COBORN SCHOOL

Love as Brethren

Acting Headteacher: Ms Sue Hay, BA(Hons), PGDip, NPQH

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October 2019

Dear Parent / Guardian,

Re: Year 11 Mock Exams – 25th November – 6th December (inclusive)

As stated on the school calendar, the Year 11 mock examination period will run from Monday 25th November to Friday 6th December (inclusive). During this period, all Year 11 students will follow the mock examination timetable, which can be found on the school website.

Enclosed is your child's individual exam timetable (yellow sheet) which students should keep in a safe place for future reference.

It is vital that your child reads, fully understands and strictly adheres to all exam protocol as set by JCQ (Joint Council for Qualifications) as failure to do so could lead to disqualification. This information can be found on the exams link located on the school's website:-

<https://www.cooperscoborn.org.uk/examinations/>

These examinations are referred to as 'mock' since they are an attempt to duplicate the situation that will arise when all Year 11 students take their external examinations in May and June 2020. Your support to ensure that your son or daughter is fully focused and prepared for these mock exams is greatly appreciated. Despite the fact that they are effectively a practice, it is paramount that preparation for them is sound, since the results can affect the tier of the GCSE paper for which students are ultimately entered and the estimation of likely performance when informing on predicted grades.

Attendance is compulsory and all students will be expected in school at the commencement of the school day. Normal lessons will continue throughout the course of this exam period and during the few occasions when students will not have an examination, they will be required to attend their usual timetabled lesson.

Students are expected to bring their own equipment required for every exam and they are expected to arrive at least 20 minutes before the stated start time. Students will not be allowed to leave the exam until the full time duration has lapsed.

Please notify the exams office as soon as possible, should your child be unable to attend a mock examination for whatever reason. Should you have any queries regarding the contents of this letter, please feel free to contact either Mrs. Titley or Mrs. Butler in the exams team.

Thank you for your continued support and we wish all the students well in this stage of their academic career.

Yours faithfully,

Mrs. A. Titley

Examinations and Data Manager

Encs. Your child's personal exam timetable (yellow sheet)