



Friday 6th May 2022

Dear Parents and Carers,

RE: Summer Examinations

As we will shortly begin the summer examination series, I would like to make you aware of the following:

Examination Timetables:

- Each student has now received their 'statement of entry'. This tells them which exams they need to attend and where these are located. If your child is in receipt of Exam Access Arrangements (EAA), the details will be included in their timetable.
- We have also published the master examination schedule on our website:
<https://iscaexeter.co.uk/school-life/exams>.

If your child is late to an examination:

- Please help to ensure your child arrives at school on time. Morning exams begin at 9.00am and running late may add to your child's anxiety. We do understand that traffic and bus services in and around Exeter can be problematic, so would encourage you to have contingencies in place wherever possible.
- Students need to be in school by 8.40am and join their Pastoral Check-in session as usual by 8.45am so that their tutor can register them before the exam.
- Afternoon exams begin at 1.30pm.
- If a student is over one hour late, they will be allowed to sit the exam but the exam board may refuse to mark it as it is deemed to be 'very late'.

If your child is poorly on the day of an examination:

- Please email the attendance team attendance@iscaexeter.co.uk and state clearly that an examination will be affected.
- Please request any supporting evidence from the relevant medical practitioner. We may be able to apply for Special Consideration but please be advised this only applies to a very specific set of circumstances and only allows for a small percentage of marks to be awarded for a missed assessment. If your child doesn't sit the exam, the likely outcome is that they will not be awarded a grade for that paper.

Behaviour during examinations:

- We do expect students to behave in-line with JCQ regulations throughout the examination period, just as they have done throughout the mock examination series. Please access the links below for more information about behaviour during exams: <https://iscaexeter.co.uk/wp-content/uploads/2022/03/September-2021-Warning-to-candidates-poster.pdf> as well as the list of unauthorised items: <https://iscaexeter.co.uk/wp-content/uploads/2022/03/September-2021-Unauthorised-items-poster.pdf>. Both posters are visible in every examination room.
- Students must wear full school uniform when they sit their exams and won't be able to wear a coat, so in the event of cooler weather, please ensure your child wears appropriate layers.



Homework and Revision:

- All homework set for year 11 is 'guided revision'. This means students no longer have a Knowledge Organiser but instead complete a variety of activities set by their class teacher to ensure the work they undertake at home is appropriately focussed and fully prepares them for their examinations.
- Teachers have recorded small videos detailing what they need to do in their respective subjects. These are available here: <https://iscaexeter.co.uk/school-life/guided-revision>.
- You can also order revision guides through the website, please follow the process outlined in the above link.
- Please check that they are doing their homework and if there are any problems, do feel free to email their teachers. <https://iscaexeter.co.uk/about-us/staff-list>. Where parents do this, it really does make a massive difference so, thank you in anticipation for your support.

Study Leave:

- As has been the case in previous years, we will not be operating a period of study leave and students are expected to continue to attend lessons.
- From the 6th June (the week after half-term), we will alter the year 11 timetable to maximise relevant taught time for year 11 students ahead of their remaining examinations.
- The official leaving date for Year 11 is **Thursday 23rd June**. We will send more details of this along with the Prom in due course.

Mental Health and Well-Being:

- A good night's sleep is a really helpful part of preparing for exams. We know some students will really struggle with this but if you can encourage your child to switch off and take time to rest and relax, this will help them to perform better.
- A good breakfast and generally healthy eating habits also supports general wellbeing, especially on days when they have an examination. We know that some students will eat unhealthily or struggle with their appetite when they are anxious, but snacking little and often may help their energy levels.
- Short revision breaks that sometimes include exercise, is great for mental and physical health, enabling them to burn off some adrenaline and manage their anxiety.
- You know your child best, so when you pick up their concerns about how they are managing revision and exams, please talk to us so that we can support you to support your child and help them with strategies when they are in school.

Below is a list of useful email addresses:

- **Head of Year:** Mr Davey ADavey@iscaexeter.co.uk
- **Support from the Special Educational Needs Team:** SENCO@iscaexeter.co.uk
- **Exams Team:** exams@iscaexeter.co.uk
- **Attendance Team:** attendance@iscaexeter.co.uk

I, along with the rest of the staff here at Isca wish the students all the very best for their upcoming exams.

Yours faithfully,
Miss Anna Mills
Senior Deputy Headteacher