



St Michael's Catholic College

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Principal: Ms Felicity Corcoran
Vice Principal: Ms Charlotte Sayed
Vice Principal: Ms Joanna Nottage

19th February 2024

Dear Parent/Guardian,

Year 11 Mock Examinations – Monday 4th March to Wednesday 13th March 2024 Inc.

On Monday 4th March to Wednesday 13th March 2024, Year 11 students will sit a mock examination, covering 100% of their course, in each of their subjects. We will be running these exams in line with JCQ regulations to ensure students are practised in exam protocol to meet public examination standards. Morning exams will start at 09.00, and afternoon exams begin at 14.00. It is imperative that all students arrive on time to ensure they are not late for their exam. **Therefore, students must arrive in the morning by 8:40am through their usual gate so that registration and pre-exam equipment/device checks can take place ahead of exams starting at 9am.** Please find enclosed the time-table for the Year 11 mock exams.

All students are expected to come fully prepared to sit exams, including bringing all writing and specialist equipment. Students must be in full College uniform or they will be refused entry. All examination regulations in relation to mobile phones, watches, earphones/buds, and other electronic devices (these are not allowed to be on a student's person in an exam room), as well as conduct, must be adhered to and students will be removed from examinations if they fail to follow these rules. Only water in clear bottles without labels may be brought to any examination room and if bringing a pencil case, it must be clear.

Finally, we would like to remind you that students should not be taken out of school for any reason during exam periods. Medical or dental appointments should not be made during this time as exams cannot be rescheduled or taken at another time to suit the student. Therefore, if a student misses an exam, they will not be able to sit the exam at another time in order to protect the integrity of the examination process. These arrangements are exactly as they would be for a public exam such as a GCSE or A 'Level.

To ensure that your son/daughter is prepared thoroughly for this critical week, they should revise using material in their books, relevant study guides and material on their subject Google Classrooms. I would encourage you to ensure he/she revises thoroughly incorporating strategies that they have learnt during the Learning Performance workshop that took place in January 2024 as well as revision methods that have been shared during form time. (<https://sites.google.com/stmichaelscollege.org.uk/revision/>).

We will be reporting the outcome of the March mock examinations to you during the Year 11 results' evening which takes place on **Tuesday 16th April 2024.**

Should you have any further questions or require clarification on any of the details in this letter please do not hesitate to contact me at the College.

Yours sincerely,

Ms Tania Rughooputh
Assistant Principal i/c of Exams

