

Tapton SCHOOL

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January 2024

Dear Parents, Carers and Students

Year 11 Trial Exam Week and Contingency Measures 2024

In order to fully prepare our students for the challenges of final examinations, Year 11 students will have a trial examination series beginning on Tuesday 20th February and ending on Friday 1st March. Please find attached the subject specific guidance for the Year 11 trial examinations; the final timetable will be shared in due course. Year 11 students will have a combination of examinations and lessons during this period. Students will need to bring revision materials to lessons so that, where possible, they can revise when they are not in an examination. Whilst there is no exam leave for the trial phase, where students have an examination in the afternoon, they will be dismissed for home directly from the exam venue.

The trial examinations will take place in the Hall and New Hall under examination conditions. Students will be expected to hand in mobile phones and all watches to invigilators prior to entry into the exam room as per the updated regulations from JCQ which are also attached to this letter. There are always sufficient clocks in examination rooms for students to monitor the time. Students must also ensure they have the relevant equipment, including a calculator, black pens, pencils, an eraser, a protractor, a pair of compasses, and a ruler. Updated guidance from JCQ now insists that students can only take transparent water bottles into exam venues so the trial phase would be a good time to get into this routine.


During the week beginning 29th January, your child will also be given the opportunity to practise their MFL speaking skills in a trial speaking assessment. This assessment will take place with the student's class teacher. Your child will receive a slip from their class teacher detailing the date and time of their test. Students will be out of their normal timetabled lesson for about 25 minutes on their allocated day to allow them to have preparation time and for the test to be conducted. The final MFL speaking assessment in May will make up 25% of the overall MFL grade and consists of a role-play, a photo card and some general conversation questions, all of which are practised regularly in MFL lessons. This trial speaking test will provide invaluable experience for the real exam in May.

Please note that in line with the recent Ofqual guidance, in the extremely unlikely event that examinations are cancelled the outcomes of these trial examinations will be used as evidence to calculate Teacher Assessed Grades and completed exam papers will therefore remain in school.

To support families with the trial exam process and the final examinations in May, I would like to invite you to a short **Examination Information Evening on Thursday 1st February at 6pm** in the school hall. The meeting will last approximately 30-45 minutes with an opportunity for questions at the end. This is the final formal information evening of the year for Year 11 and therefore we absolutely appreciate your attendance and support. Year 11 students will already have received this information in assembly and form time and therefore due to capacity in the hall your child does not need to attend. If you have a specific question or concern you would like us to highlight on the evening, please can you provide details via email to hgrewal@taptonschool.co.uk and we will endeavour to address it on the evening.

We fully appreciate your support in ensuring your child reaches their full potential. I look forward to seeing you on Thursday 1st February 2024.

Yours sincerely



Ms Harkiran Grewal
Deputy Headteacher



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