



ENDEAVOUR
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Emerson Park Academy

A SPECIALIST SPORTS COLLEGE

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INDIVIDUAL STUDENT PUBLIC EXAMINATION TIMETABLES – SUMMER 2019

IMPORTANT INFORMATION

Dear Parent/Carer,

Your son/daughter will be bringing home their individual GCSE examination timetables for the Easter holiday. This contains important information relating to timings, subjects and location where students will be for each examination. Attached to the timetable will be the rules of examinations as set out by the ruling body JCQ (Joint Council for Qualifications) relating to the conduct during examinations. Please ensure your son/daughter reads and understands these regulations. These must be read in conjunction with the 'Pupil Guide to External Examinations and Assessments', of which a hard copy was given to all students in January 2019. This is available to view on our website.

You will see that all morning examinations start at 9am. Students do not go to registration. They will be registered in the exam.

Afternoon exams commence at 1:30pm. Times of the school day will be changed to accommodate the timings of GCSE exams, including a change to lunchtime. We ask all students to arrive at least 10 minutes before the exam is due to start.

There are several 'exam clashes' this year where examinations boards have scheduled exams to start at the same time on a particular day. If your son/daughter is affected by this, they will have already been informed of the procedure for this eventuality. On these days students are required to sit all examinations and this will involve later finish times than on other exams days. Could you please make the necessary alternative transport arrangements if your son/daughter would usually take the school bus.

Students have access to our 'exam information board' situated in the academy foyer. All summer exams are displayed on this board along with daily registers to show students where they sit for that particular exam. It is important that students refer to their individual timetables so they do not have to rely on this board to see where they are sitting each day. They must know their room and seat number before they enter the examination room.

Finally, we would like to thank you for your support of our students during what is undoubtedly a very intense time and would encourage you to contact staff if you have any concerns.

Yours faithfully,

Mrs T Whiting
Examinations Officer

