

TGS: EXAM PROCEDURES

Friday, 13/05/2022
17:31

To Prime Parents of: 

 EMAIL



Dear families of students in Year 11 & 13,

Firstly, we would like to share with you how impressed we are with the way that students have continued to prepare for their GCSE, A Level and Vocational exams.

Students have been making excellent use of the recommended resources, had excellent attendance in school and are benefitting from the experience of teachers to hone their skills. More details on recommended revision are available at www.tgschool.net/revision and from subject teachers. There are also some revision sessions still available which students can attend on Saturdays, at half term and after school.

We also continue to encourage students to take care of their physical and emotional health to help them perform at their best, and dare we say, enjoy the process of exams. www.tgschool.net/wellbeing Please remind students about the importance of high quality rest, a good breakfast, to keep hydrated balanced with continued revision.

There is something very special about looking back at all the hard work and resilience demonstrated by students and saying that we have done our best.

Please continue to reassure your children that they be confident in their preparations, be pleased with completing courses successfully and look forward to the celebrations of graduation, prom & meals and induction events for Sixth Form, university or their first pay check.

Below are some simple reminders about how we manage exams, and we have attached another copy of our exam dates, times and locations. We are fortunate to have been able to practise these routines with students with end of year exams and in November exams. We also have high expectations for students behaviour and punctuality that help exams run smoothly.

Start Times

Morning exams start at 9AM, and while students are still attending school they should register with their tutor before coming to the exam location

For afternoon exams students with access arrangements, and for other exams in G Block (eg Y12, 13 and some language exams) students may leave period 2 at 12:30 and have lunch in the Lightwell before arriving at 1pm.

Exams for Y11 in the Sports Hall start at 1:30pm. Students have a normal lunch-time and then come to the sports centre ready to start the exam promptly.

The only exceptions to this are two longer afternoon exams that will start at 1pm (students leave period 2 at 12:30), these two earlier exams are:

Mon 16 May, Y11 Computer Science, in the Sports Hall, 1pm
Wed 15 Jun, Y11 Design Technology, in the Sports Hall, 1pm

Transport

We ask the buses to wait for Y11 students after their afternoon exams, and bring students straight from the exam hall to the bus park.

If a bus is late in the morning (after 8:50) and students have an exam they may come straight to the exam location.

Sixth Form students with longer afternoon exams are asked to make their own transport arrangements or wait for a late bus.

Absence

As is usual for any school absence we ask that you email attendance@tgschool.net or telephone the school on 01787 375232 to report your child's absence. If a student is missing from an exam we will first check with our attendance team to see if the absence has been reported.

If we have not been notified of an absence we will contact you to check that your child is on their way.

If any exam is missed we will all also contact you for further information about the absence to report to the exam board.

Revision in School

Teachers are prepared with a range of activities and resources to ensure that students make excellent use of their time in school.

Year 13s continue to attend lessons and registrations up until Wednesday 18 May. Year 11s continue to attend lessons and registrations up until Wednesday 15 June.

Following these dates students are welcome to stay in school for the full day. They only need to attend lessons for which they still have an exam. Study spaces for Y11 students in school without lessons will be available and a list published in the Student Services reception.

After these dates Y13s sign in using the electronic system in G Block. Y11s will be able to sign in at a list near the attendance window at Student Services.

Whenever students attend school for exams, or for revision sessions in the school day, they should be in school uniform or for Sixth Formers smartly dressed ready for learning.

Equipment for Exams

Equipment is provided in exam halls, but students are often more confident when bringing their own equipment. This should be in a clear pencil case. Watches, phones, MP3 players are not allowed in the exam halls. Students may bring a drink with them but this should be free from packaging and drinks containers should have labels removed.

Attached is a list of exams and locations. We will also updated our webpage www.tgschool.net/exams with this information.

Information about results days will be shared towards the end of the exam season.

We are confident that the positive way students have approached their preparation will bring about some great results and wish them all luck over the next few weeks. And we look forward to celebrating the completion of exams at the Graduation, Prom and Sixth Form meal.

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