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Dear Parent/Carer

### **RE: Year 11 Exam Preparation**

As we approach a crucial time in your child's education we wanted to let you know what support is in place for your child in the run up to their final examinations starting on Wednesday 08 May, which is less than 2 weeks away. This is the culmination of 5 years of your child's hard work and effort, and we want to ensure that we maximise every student's opportunity for success.

This term many students have been engaged in exam preparation workshops, both in lessons and after school, and have also been provided with countdown booklets for key academic subjects which will support their independent preparation at home. In addition, students have taken part in their final set of practice examinations just before Easter and teachers are now using this information to plan their preparation lessons making **attendance to school essential every day**.

May half term will also provide the opportunity for students to continue completing their own revision, as well as attend essential revision workshops which are delivered in person by their teachers in school. The details for these in-school revision sessions will be sent shortly and it is essential that students attend.

We recognise that parents and carers can play a key role in supporting students in their preparations and as such we have uploaded a guide on how you can best support your child which can be found on our website: <https://solihull.graceacademy.org.uk/supporting-my-child/>

Some well-researched suggestions to support your child are:

- Creating a revision schedule for over the coming weeks and half term, ensuring that they are completing their revision in small chunks, and allocating time to each of their subjects.
- Ensuring that they complete their countdown booklets at home.
- Asking them if they have the resources (revision guides, past exam papers etc.) they need. Most of these will have been provided by their subject teachers already, but if they would like anything additional they are welcome to talk to their subject teachers.
- Encourage them to attend all revision workshops that are taking place after school and in half term for their subjects.
- Combine purposeful revision with regular short breaks to support their own mental wellbeing.

### **Please read the following important notices:**

As your child approaches their final GCSE examinations at Grace Academy Solihull, we would like to outline some expectations for the coming weeks as well as for the examination period itself:

- **Students should attend every exam without fail** – It is crucial that all students complete every exam on the actual date and time set by the exam board, as **there is not an opportunity to re-sit any exam**. Additionally failure to attend an exam will result in your child not receiving a qualification in that particular subject. As attendance to these exams is mandatory, we will contact parents if students are not in the academy for 8.00 am and will complete home visits, collecting students on the minibus if this support is needed. As an academy we are charged approximately £47.00 per exam. **Therefore the cost of any missed exams, without medical evidence, will need to be reimbursed by parents/carers.**
- **All students must arrive at the academy by 8.00 am on the day of each exam** to attend a revision session with their teacher before the exam. Breakfast and juice will be provided for students as they arrive into the academy and can be taken to the revision classroom. These sessions are proven to have a positive impact on student outcomes.
- **Students should review their examination timetable** - Students have already received their own personalised exam timetable and guidance around regulations for the upcoming exams to help them prepare. It would be useful to review this with your child and discuss how you can help support them.
- **Attend half term revision sessions** – there will be a structured revision timetable for your child to attend sessions during the May half term week with their teachers - further details about this to follow. These revision sessions have also proved highly successful over the last few years and are undoubtedly a valuable resource in assisting your child to succeed.
- **Mobile phones and smart watches** are some of the prohibited items not allowed in the examinations, students have been advised that if they have these on their person they should be switched off and placed in an envelope with the exam invigilator before entering the examination. There should not be any phones on silent or in school blazers; if a phone is found on a student we will have to inform the awarding body and this could result in their exam paper being disqualified as per the [JCQ regulations](#).
- **Please read through carefully the information for candidate documents regarding all the JCQ regulations on our [website](#) which students have been emailed and must adhere to. Students will also receive a copy of these documents in assembly next week.**

**Please note that the following exams will have a later than normal finish:**

- Geography exam 17/05/2024 will finish approximately 3.00 pm
- History exam on 04/06/2024 will finish approximately 3.30 pm
- Triple Science Biology exam 07/06/2024 will finish approximately 3.15 pm
- Triple Science Physics exam 14/06/2024 will finish approximately 3.15 pm

Your support, along with that of staff at the academy, is vital in securing success for our students and following all of these outlined expectations will allow your child to attend the end of year rewards celebration as well as the Year 11 prom.

If you have any questions regarding your child's exam preparation or would like support in other areas please contact either Miss Adams - Year 11 Head of Year via [konniedadams@graceacademy.org.uk](mailto:konniedadams@graceacademy.org.uk) or Mrs Knight via [louiseknight@graceacademy.org.uk](mailto:louiseknight@graceacademy.org.uk)

Yours sincerely



**Louise Knight**  
**Head of Post 16 - Assistant Principal**