



THE  
GRANGE  
ACADEMY



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**Mr J Jardine** BSc (Hons), PGCE, NPQEL  
Executive Principal

Dear Parents / Carers,

## Exam Arrangements for the 2024 Summer GCSE Series

I hope that this letter finds you well. Now we have returned from the Easter holidays, the GCSE exams are beginning in full flow. We have had French Speaking Tests this week, along with Art and Music. If they are completing a coursework subject, your child will also be finishing their coursework prior to final submission.

### GCSE Exam Timetable

Alongside this letter, please also find the GCSE timetable attached. It is also available to them through Microsoft Teams, and you can access a copy of their timetable through the school website. If your child needs a new printed copy of their timetable, this can be requested from the Exams Office.

### Exam Information

You should be aware that your child's external exams are timetabled on days and times set by the Awarding Organisations. These are out of our control. All pupils across the country will sit their exams at the same date and time and we cannot move these for any reason. Please be aware that afternoon exams are not allowed to start any earlier 1pm. With this in mind, exams will potentially overrun the end of the school day. Students will not be allowed to leave the exam before the allocated finish time, so where necessary, please ensure that alternative methods of pick-ups for younger siblings is organised.

I wanted to remind you that attendance to all examinations is compulsory. **If your child misses an exam, they will not have an opportunity to re-sit the exam at a different date or time. They will also not be entitled to special consideration if the absence was avoidable** (such as a holiday or a pre-planned medical appointment). For any unavoidable absences, please ensure that evidence is provided. This may help avoid any unnecessary charges or allow us to apply for special consideration.

I also want to clarify that charges will be made, **in line with Statutory Guidance and our Charging and Remissions Policy, for any public examination that your child does not attend without good reason.** Where your child misses a public examination without good reason, it may also impact their ability to attend the Prom.

It is expected that your child will remain available until **Wednesday 26<sup>th</sup> June**, even if their last exam is earlier than this. In exceptional circumstances, the Awarding Organisations may move an exam date to a 'Contingency Day' which is timetabled at the end of June. The same rules about Special Consideration, Charging and Prom apply, even where the date of the exam is moved. Therefore, you must ensure your child is available until this date.

If your child misses one of their exams, this will have a detrimental impact on their GCSE results. Therefore, please try to avoid any absences before the **Thursday 27<sup>th</sup> June**.

From the **Monday 6<sup>th</sup> May**, students will be accessing a bespoke breakfast and period 6 revision sessions. Breakfast sessions will begin at 8am and period 6 sessions will run till 3:15pm. Can I ask you encourage your child to attend these sessions to ensure they are fully prepared for their examinations.

If you have any queries, please do get in touch.

Best wishes,

A handwritten signature in cursive script, appearing to read 'H I'Anson', written in black ink.

Mrs H I'Anson

Progress Leader for Year 11