

02 April 2015

Dear Parent/Carer

As you may be aware there are internal examinations planned for Year 9 during the week Tuesday 5<sup>th</sup> May to Friday 8<sup>th</sup> May 2015. The examination timetable will be available to students immediately after Easter. As soon as it is published it will be emailed to you, available in form rooms, on the school website.

These examinations have two main purposes. Firstly, they will provide useful information on a pupil's attainment as they approach the end of a school year. Secondly, they will provide pupils with an experience of what is required in terms of conduct and preparation during formal examinations which should stand them in good stead in the future.

If you could support your child before and during this period it will help them greatly with their learning. Preparing early and thoroughly for an examination should involve planning revision, filling any gaps caused by illness or absence and making sure one eats, drinks and rests appropriately before and during the examination period. On page 146 of the pupil planner extra guidance is provided. In addition to their exercise books your child has access to an online resource called Doodle Learn ([www.doodlelearn.co.uk](http://www.doodlelearn.co.uk)). If you do not have internet access at home this could be accessed via the KS3 Quiet Room in C17 every lunchtime. Should your child experience any problems during the examination period you should contact the Year 9 Leader, Mrs James .

If an examination is missed through absence, catch up sessions will be arranged during the fortnight week.

Yours sincerely

*P Howe*

**P Howe (Mr.)**  
Key Stage 3 Leader

*A James*

**Mrs A James**  
Year 8 Leader