

Our Ref: JP/RB/JAS/Exams

15th January 2024



Dear Parent/Carer

Re: Information: Summer 2024 Series of Examinations

As your child will be sitting external examinations this summer it is important that we point out to both parents and pupils that external examinations have many different rules to internal examinations.

We ask that you discuss the following information with your child:

The dates and times of external examinations are set by the examination boards, which for the 2024 examination series runs from Thursday 9th May 2024 to Wednesday 26th June 2024. We are not able to deviate from these time slots and pupils will not be able to catch up any missed examinations. Pupils' attendance in external examinations is essential even if your child feels a little under the weather as this is their only opportunity to sit the examination.

Parents/carers will be charged for unnecessarily missed examinations which ranges from £43 - £105 per examination.

Controlled assessments for BTEC subjects are ongoing throughout the year and external individual unit examinations will be undertaken within the specified timeline which may be outside the aforementioned examination window. Pupils will be given advance notice of when these are, and attendance is compulsory.

All external examinations and controlled assessments are conducted under the **JCQ Examination Regulations**.

Your child, in line with JCQ guidance, will be required to sign a declaration this half term to confirm that they understand and will adhere to the regulations listed below:

JCQ information for Candidates Written Examinations 2023-24.

[IFC-Written Examinations Sep2023 FINAL.pdf \(jcq.org.uk\)](#)

[IFC-Coursework Assessments 2023 FINAL.pdf \(jcq.org.uk\)](#)

[IFC-NE Assessments 2023 FINAL.pdf \(jcq.org.uk\)](#)

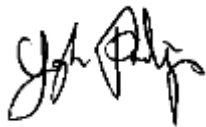
[IFC-On-Screen Examinations 2023 FINAL.pdf \(jcq.org.uk\)](#)

It is essential that pupils do read these and adhere to them during the GCSE examinations. Breach of these regulations during an externally set examination can lead to disqualification for the pupil.

Finally, can we remind you that results days are as follows: Year 13 Thursday 15th August 2024 and Year 11 Thursday 22nd August 2024. We will send further information about results days at a later date.

Should you have any queries regarding the examinations, please email postbox@wednesfieldacademy.co.uk for the attention of Mrs R Beazley (Deputy Headteacher) or call 01902 558222.

Yours faithfully



Mr J Phillips
Headteacher



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