

Our Ref JP/RB/RMO

20th January 2025



Wednesfield Academy
www.wednesfieldacademy.co.uk

Dear Parent/Carer

Important Information Regarding Summer 2025 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 exams have many different rules to internal exams.

Please find below a link to the 2025 summer exam timetable that has been published on the school website:

<https://bit.ly/4h4q6NQ>

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

The dates and times of external exams are set by the exam boards, which for the 2025 exam series runs from 1st May 2025 to 27th June 2025. We are not able to deviate from these time slots and pupils will not be able to catch up any missed exams. Pupils' attendance in external exams is mandatory, even if your child feels a little under the weather, as this is their only opportunity to sit the examination. Where there is a serious medical issue, proof of illness through a doctor's note will be required, but please be aware it may not be accepted by the exam board and if so, would result in zero marks being awarded for the paper missed.

Parents/carers will be charged for unnecessarily missed exams, which ranges from £43 - £113 per exam.

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

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

JCQ information for Candidates - Examinations 2024-25:

[IFC-Coursework Assessments 2024 FINAL.pdf](#)

[IFC-NE Assessments 2024 FINAL.pdf](#)

[IFC-On-Screen Examinations 2024 FINAL.pdf](#)

[IFC-Written Examinations 2024 FINAL.pdf](#)

[JCQ Social Media Infographic v4](#)

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 14th August 2025
- Year 11 Thursday 21st August 2025

We will send further information regarding 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 Phillips
Headteacher