



HAMPSTEAD SCHOOL

Learning together Achieving together

Dear Parents and Carers,

Monday, 9th October 2023

Re: Year 13 Pre-Public Examinations, 6th November – 10th November 2023

Students in Year 13 will be taking formal PPE examinations in school from Monday, 6th November – Friday, 10th November. We consider these exams to be of equal importance to external examinations.

This is an important opportunity for students to practise exam technique in formal conditions and to receive detailed feedback on their current progress. These examinations also hold the potential for students to improve their predicted grades, which they were given at the start of October. Please check the predicted grades policy to see the appeals process. Students who underperform in these examinations will need to attend targeted interventions after the exams series.

The examinations will take place in the Activity Suite. Those with special arrangements will be notified separately. Students will not be required to attend lessons during the examination period. They **must** arrive at least 15 minutes before the start time of their exam and they may leave directly afterwards. Students who miss examinations will be awarded a U grade, unless medical evidence is provided.

Sixth Form lanyards must be worn on site at all times and the dress code should be followed. Please ensure that your child brings the correct equipment to all of their exams as listed: black pens, pencils, ruler, rubber, compass, protractor, calculator and coloured pencils. All this equipment should be carried in a transparent pencil case or small clear plastic bag.

Students who wish to study on site during this exam period may come in to use the school's facilities. Year 13 subject teachers will be in their normal timetabled rooms during the exam period should students want to study with their teacher. Normal lessons and registration times will resume on **Monday 13th November**. Students on certain courses will be required to attend timetabled lessons during this the exam period, as communicated by their class teachers.

The PPE timetable will be published shortly on the school website. Your child will also be given a copy of the timetable.

If you have any queries, please contact your son or daughter's tutor in the first instance.

Yours sincerely,

Miss Rothwell
Assistant Head of KS5 and Progression

Mr Lowery
Head of Year 13

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