



2nd November 2021

Dear Parent / Carer

I hope this letter finds you well.

Further to my letter, dated 15th October, you will be aware that Year 11 Mock Exams will take place between **Monday 8th November and Friday 19th November**. During this period, your son/daughter is only required to be in school when they will be undertaking an exam – they will return to school as normal on **Monday 22nd November at 8.30am**. All exams will take place in the Main hall.

Please find attached to this letter a copy of the exam timetable; your son/daughter did previously receive a copy of their own individual timetable with their recent revision pack.

There will be **three possible start times** for exams, these are 8.30am, 10.50am and 1.50pm. When your son/daughter arrives on site, they will be required to sign in. Please see below an indication of when students must arrive on site depending on the time they are taking an exam:

- **8.50am exam – students must arrive on site at 8am**
- **10.50am exam – students must arrive on site at 10.30am**
- **1.50pm exam – students must arrive on site at 1.35pm**

Further key information to be aware of:

- **Mobile phones must be switched off and left in bags**
- **Students are not permitted to wear watches**
- **Any pencil cases brought into the exam hall must be clear**
- **Calculator are to have no lids**
- **Students must not bring any valuables into the exam hall**

In the event that your son/daughter has an afternoon exam on either 8th, 10th, 11th or 15th November, there will be the opportunity for them to work in the Prefects' room under supervision between 12.30pm and 1.15pm.

Should you require any further information on the above, please do not hesitate to contact me via email dsears@elatschools.co.uk

Yours faithfully

Mr D Sears
Assistant Principal – Year 11

