



St Robert of Newminster Catholic School and Sixth Form College

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Head Teacher: Mr D Juric
Chair of Governors: Miss A Nichols

9th November, 2023

Dear Parent/Guardian,

Practice Examinations

As you have previously been made aware, St Robert's staff are preparing your child for their practice examinations. The window of assessment begins on Monday, 27th November, for Year 13 students. For your reference, the link to the timetable is below. The exams team have issued bespoke timetables for students which will reflect any access arrangements for applicable students:

[Year 13 Practice Examination Timetable](#)

Assemblies have been delivered to all Year 13 students on the conduct expected during an examination hall. These recommendations are within the Joint Council for Qualifications guidance to schools for the conduct of examinations. There will be trained invigilators present during the examinations to uphold the required expectations. Please follow [this link](#) for the JCQ Information for Candidates document and may I ask for your support in reiterating these key messages to students. Some key points from this document are:

1. Equipment

Students are responsible for bringing the correct equipment to an examination. All students must write in **black ball point pen only**. Following Summer examinations, papers are scanned into a computer for examiners to mark and no other type or colour of pen is permitted.

Students must bring a (scientific) calculator for any exam which permits the use of one e.g. Maths Calculator paper, all Science papers.

Students must bring a pencil and a ruler to their examinations. This request is in line with the existing Gold Standard expectations of school.

2. Exam Hall regulations

Students are not permitted *any* watch in an examination hall. Students are not permitted a mobile phone.

Highlighters may be used on the questions *only* and not within written answers.

Any pencil cases *must* be see-through. There must be *no labels* on water bottles.

May I take this opportunity to thank all parents/guardians for your continued support and helping the students with organising their revision time and activities as well as attendance at the various interventions across subject areas. I hope that the students can be proud of their efforts and are able to celebrate 'letting their lights shine' as they receive their examination results during the last week of term.

Should you wish to contact the school, please do so via your child's Head of Year, Mrs Sykes, in the first instance.

Yours faithfully,

Mrs M Salmon



Mrs M Salmon
Senior Assistant Headteacher





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