



Dear Parents and Carers

Year 12: Internal examinations – Monday, 3 June – Tuesday, 18 June 2024

I am writing to confirm the arrangements for the Year 12 internal examinations. We hold examinations at the end of the year so that students are fully aware of the level of preparation required and experience what it is like to sit formal examinations before next summer. Results will be shared with the students as well as sent home.

An individual copy of the examination timetable will be given to your son/daughter and a generic timetable of the internal examinations will be posted on the school website: www.whgs-academy.org/Secondary/Exams-Area/Timetables-and-Results-Days

The internal examination results will play an important role in determining the estimated grades that will appear on future applications to UCAS or other post-18 pathways. We will also consider, however, the quality of work produced over the course of Year 12 and the start of Year 13.

In the event of a student achieving a U grade in one or exam, he/she will be required to re-sit the exam(s) in Monday 2 and Tuesday 3 September 2024. Should the result(s) not improve, parents/carers will be invited into school to discuss how to move forward in the best interests of the student.

Students are also permitted to re-sit the examination papers for a maximum of two subjects should they wish to improve their grade. However, I would like to point out that the re-sit grade will stand as the final grade, irrespective of whether or not it is lower than the original grade. Therefore, any student wishing to re-sit examinations will need to take a dedicated and committed approach to preparation over the summer.

Students who have access arrangements (e.g. extra time, use of a laptop etc.) for external exams will have the same arrangement in these internal exams.

There is no study leave for the internal examinations. Students are expected to attend school as normal throughout this period. They should arrive for their examination in plenty of time or go to their normal morning lesson if they do not have an examination scheduled at that time. Whenever they do not have an exam scheduled, they should attend lessons at the specified time on their timetable.

Contd overleaf/.....

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Mobile phones, iPods, smart watches etc are **NOT** allowed in examinations under any circumstances. Students must be silent in the exam room, face the front when seated and not communicate with other students in any way. They should supply all their own equipment for the exams (black pens, pencils, calculators etc.) and bring it to the exam in a clear plastic bag or pencil case.

In the run up to the examinations we would ask that you monitor your child's revision and provide a quiet area away from distractions for them to study.

After the examinations, we will be running our UCAS Preparation Day and Personal Statement Day. These two important days will help to ensure our students are ready to apply to university as soon as the application window opens in the Autumn term. It is therefore vital that excellent levels of attendance are maintained right through to the last day of term.

Finally, I would like to wish your son/daughter success in this series of examinations.

Yours sincerely

Mr B Howarth
Head of Sixth Form

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