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@KEVICC

Principal Alan Salt

5th May 2023

Dear Y11 Student, Y13 Student, and Parents and Carers,

I hope this letter finds you well, and that your young person is all set and ready for the start of the main written exam season.

Here are a few reminders at this important time:

1) Study Leave

All Y11 and Y13 students have their usual lessons up to and including Friday 26 May. It is vital they continue to attend so that teachers can ensure all their last-minute preparation is as productive as it can be.

From Monday 5 June, normal lessons will not run and students in Y11 and Y13 should attend for exams only. Y13 students may of course continue to use Kennicott as a base for their revision, and Y11 students are welcome to attend scheduled revision sessions (list attached) or to revise in Redworth library.

Any student in Y11 or Y13 needing to revise in school needs to ensure they sign in at the Redworth library or Kennicott reception. Y11 students must be in full uniform at all times on the College site.

2) Timetables

Individual, personalised timetables with seat numbers and rooming will be issued to students on paper and via the Bromcom app on Friday 5th May. Replacement timetables are available from Student Services or Kennicott reception.

3) Lateness to Exams

Students must make every effort to arrive to all exams in good time - if you are unavoidably delayed you must ring the College immediately on 01803 869200.

4) Illness during the Exams

If you cannot attend exams through illness you must inform the College by following usual absence procedures: phone on 01803 869200 before 0830, selecting the attendance option, message via the Weduc app or e-mail studentabsences@kingedwardvi.org.uk

As per our exam policy, non-attendance at exams will mean parents and carers will be liable to reimburse entry fees to the College.

Exam absence is managed through the JCQ via their guidelines which are available online. If students miss an exam through illness and are able to supply a medical note, we can apply for special consideration. However, please note the JCQ rules mean that a maximum of only 1-2% can be awarded for a missed exam due to illness, and up to 5% due to serious illness. Therefore, any missed exam is likely to mean a significant detriment to the overall grade awarded.

5) Y11 Exam Breakfasts and Revision Sessions

For Y11 students, we have a programme of short breakfast sessions and longer revision sessions all the way through from 15th May until late June. The details of this **are attached**. All students attending the breakfast sessions will get a free hot roll and a hot drink or juice, plus the chance to chat to their subject teachers if they have any last-minute worries or questions. We strongly advise Y11s to attend as many of these sessions as they can - they are a wonderful way to settle and combat last minute nerves!

6) Y11 Uniform

Y11s are required to wear uniform on site at all times including in all exams. Please ensure your young person is in uniform as we want to avoid the stress of supplying uniform items at the last minute to enable students to get into their exam room. Please remember that Y11s cannot wear signed shirts to exams.

7) Candidate Regulations

All students have a copy of the **attached** regulations which we have gone over with them. We would urge parents and carers to read them with your young person so that they are crystal clear about what can be brought into the exam room and what their expected conduct in exams should be.

8) Key Contacts

Please make sure any general questions you have about exams are sent to our exams office on exams@kingedwardvi.org.uk. If you or your young person are worried or anxious and require pastoral support at any stage throughout the exam season, please do not hesitate to contact Heads of House for Y11 or Amy Withers for Y13.

Finally, please continue the amazing work you are doing to support your young person at this time. Encourage them to work hard on a schedule of intensive revision, with plenty of breaks for rest and exercise, and to talk as much as possible about any worries they have. We have a lot of experience of supporting students through this period, and we are really confident our Y11s and Y13s will perform to their best over the coming weeks. If you have questions or worries, please do get in touch.

With best wishes,

Yours faithfully,



Alan Salt
Principal