



Holy Family Catholic School & Sixth Form



Headteacher: Mrs C Laws BA Hons

ASPIRE TO THE HOLY FAMILY WAY

'Aspire not to have more, but to be more.' Oscar Romero

Dear Parents/Carers,

Year 11 mocks will be held from Monday 20th November - Friday 1st December 2023. Practical exams will begin on the week of Monday 4th December 2023.

Please note that AQA has advised the following:

“In September, Ofqual released new guidance to schools and colleges on collecting student performance evidence. This is to ensure resilience in the qualifications system for GCSEs, AS levels, A-levels, and Project Qualifications, in the unlikely event that the government determines that exams are not able to go ahead.

The guidance asks that schools and colleges make sure that students sit mock exams in exam conditions before their formal exams, and that their papers are kept as evidence. One set of mocks for this purpose should be enough alternative evidence of student performance to enable alternative methods of awarding grades, such as Teacher Assessed Grades (TAGs), if needed.

Vocational, technical and other qualifications (VTQs) are out of scope of the Ofqual guidance, but we'd like schools and colleges to follow the same guidance as for general qualifications, to make sure there is enough evidence for these qualifications too.”

As a result of this we will be running the Year 11 mocks exams in the same manner as formal, public exams. All candidates have been advised of this via assemblies and their year group Google Classroom. We ask that you impress upon your child the importance of these mock exams.

A copy of the assembly and updated versions of the timetable are available on your child's year group Google Classroom. Please encourage them to check this regularly throughout the mock exam fortnight.

Please find an overview of our expectations below:

Uniform:

- All candidates must be in full, correct school uniform as per the school's uniform policy. The school reserves the right to refuse entry to any exam for a breach of this policy.

Preparation:

- Exams begin at 9:00am, 11:20am & 2:10pm. This is not the arrival time. All candidates must be in the lineup at the first bell. Lateness to any exam will trigger a notification home.
- All candidates must know:
 - when and where their exams will take place. The timetable is available on the exams notice board, the year 11 Google Classroom, the white board by the student entrance, and is attached for your convenience.
 - their candidate number before entering the exam room, this can be found on the exams notice board.
 - the tier they are sitting. This can be confirmed by their subject teachers for Maths, Science and French/Spanish.
 - what time their PM exam ends. Candidates will not be allowed to leave the exam room before the end of the exam. This may mean that candidates are in school until after 3:20pm. If necessary, please make alternative arrangements for younger siblings etc.

Attendance:

- All candidates must attend each subject relevant exam.
- Absence due to illness or medical appointments must be proven and the school notified as soon as possible.
- Lateness is not acceptable. The school reserves the right to deny entry to any exam due to candidate lateness.

Equipment:

- Clear pencil case; maths sets must be clear, otherwise equipment will need to be removed for use.
- 2 **black** pens: not gel, erasable or fountain.
- Scientific calculator, without cover, for appropriate exams only.
 - Calculators will not be lent to students during exams due to an update in JCQ regulations.

- Any other appropriate/specialist equipment; pencil, eraser, ruler, highlighter etc.
- Water in a transparent bottle: no labels, writings or designs.
- Tissues.

Conduct:

- Line-up and registration to be in silence
- All equipment to be out before entering the building
- Exam conditions begin as soon as the candidate is in the exam room:
 - No communication with any other candidate; verbal or non-verbal
 - Do not vandalise the exam desk or candidate cards
 - Listen to and follow instructions from all invigilators
 - Put your hand up to attract the invigilator's attention
- Adhere to all requirements as laid out in the [JCQ Information for candidates booklet](#)

We thank you for your support.

Mr Gharu
Deputy Head Teacher

Miss Barry
Exams Officer

Walthamstow House Site

1 Shernhall Street, London E17 3EA

Mr P Murphy BSc Hons
Deputy Headteacher & Head of Lower School

Tel: 020 8520 0482 **Web:** www.holyfamily.waltham.sch.uk

Wiseman House Site

30-34 Shernhall Street, London E17 9RT

Mr J Gharu BA Hons
Deputy Headteacher & Head of Upper School

Tel: 020 8520 3587 **Email:** office@holyfamily.waltham.sch.uk

