



RUTLISH SCHOOL

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Headteacher: Ms L. Howarth

February 2022

Dear Parent/Carer

Year 11 Contingency plan assessments Monday 7th March – Wednesday 16th March 2022

As you may be aware schools are required to conduct a number of assessments prior to the formal summer examinations. This is part of the Ofqual guidance so that if the examinations are cancelled in the summer, the school will have adequate examination results to provide Teacher Assessed grades (TAG's).

To obtain this information in a fair way, the school will be running a brief examination process between Monday 7th March and Wednesday 16th March. All departments have set at least one exam in order to obtain this information.

Please be aware that the outcome of these assessments will be utilised alongside your child's performance in the December mock exams to provide a calculated grade, should the exam board request this information. Therefore, it is important that your son attends these assessments, and where possible, any pre-arranged appointments are rescheduled.

During the examination period students **must** attend school as usual (8.30am start) and will be in normal lessons when not sitting an exam. Students will return to their lessons at the end of each exam.

Students should have at least two black pens/biros, pencils, pencil sharpener, rubber, ruler, maths equipment and calculator all in a clear pencil case or plastic bag for the exams.

Mock exams are conducted under the full examination board regulations. These rules and other exam information can also be viewed on the Rutlish website.

ONLY authorised materials are allowed in an exam room. We recommend unauthorised items are left at home. The School will not accept any liability for the loss of property if left outside the exam room.

Watches are no longer permitted in the examination rooms and must be removed before entry.

The school will continue to follow the Covid-19 guidelines set by Public Health England during these assessments.

If you have any exam related queries, please contact the exams office on 020 8254 3329. For all subject related queries please speak directly to the subject teacher.

Yours Sincerely

Miss April Bancroft
Exams Manager

