

Miss M Green - Headteacher BOURNVILLE SCHOOL HAY GREEN LANE BOURNVILLE BIRMINGHAM B30 1SH

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23rd November 2021

Dear families,

Year 11 Mock Examination Information November 2021

As you are no doubt aware, our mock examination period for year 11 begins on 22nd November 2021 and runs for 2 weeks. During this time, your son/daughter will sit a series of mock examinations to help prepare them for their summer 2022 examinations.

These mock examination results are incredibly important and will contribute to any Teacher Assessed Grades as announced in the government consultation document updated on 11th November 2021 should the summer examinations be disrupted.

Students have already received personalised timetables, assemblies and tutor sessions on our expectations of how to conduct themselves in and around the mock examinations as well as their importance.

It is vital that all students maintain the highest possible standards throughout the whole mock examination period including:

- Arriving on time to each mock examination
- Lining up in the allocated space quickly and silently
- Following instructions of all staff, including invigilators, first time
- Sitting in their allocated seat
- Remaining silent throughout the whole examination
- No phones, earphones (incl. airpods) or watches are allowed in the examination room no exceptions
- Water bottles to have all labels removed
- Do not disturb any mock examinations

If a student is in breach of any of these regulations, leaders will take firm and immediate actions and students will be required to re-sit an alternative paper at a time convenient to the school, families will be written to formally to inform you of any infringement and a copy of the letter will be placed in the student file.

Failure or refusal to sit the alternative mock examinations will be deemed a serious disciplinary issue.

If you have any questions, please do not hesitate to contact me.

Yours sincerely,

Mr M Else

Deputy Headteacher