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A University of Kent Academies Trust School

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Dear Parent/Carer

## YEAR 10 END OF YEAR FORMAL ASSESSMENTS – JUNE 2021

End of Year Assessments for Year 10 will be taking place from Monday 21<sup>st</sup> June, for one week. Exam room allocations will be updated nearer the time and will be displayed on the exams notice board in the student services lobby area (by the refectory) and also in their bubble area (Rutherford mini school), on a daily basis.

It is imperative that students arrive on time for all assessments. Candidates must write in black ink for all assessments. Any pencil cases taken into the exam room must be see-through. Candidates may bring a bottle of water but this must be in a clear bottle *with the label removed*. During the assessment week, all students will register with their period 1 (morning exam) and period 5 (afternoon exam) teacher as normal. Students will then be registered and given time to prepare and organise themselves ready for their exams. Candidates should only bring with them the equipment required for the exam. All bags, coats, mobile phones and any other belongings **will be stored and locked in classrooms**. Students will return to their classroom to collect their belongings after each exam.

On arrival to the exam room, candidates are expected to enter in silence and find their allocated seat. If a candidate is going to be late, a telephone call should be made to the Academy. Mobile phones are not allowed in the exam room **under any circumstances**. If candidates are wearing a smartwatch, this must be handed to an invigilator. Anyone wearing an ordinary watch must remove this and place it on the desk in front of them. If candidates have access to unauthorised items in the exam room, this will be considered as malpractice.

If you have questions or would like any other information regarding exams, please contact me at the academy via phone to reception or email ([karenclose@universityofkentacademiestrust.org.uk](mailto:karenclose@universityofkentacademiestrust.org.uk)).

Yours sincerely



**K CLOSE (MRS)**  
Examinations Manager