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A University of Kent Academies Trust School

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Dear Parent/Carer

## Re: Year 11 Exam, Revision and End of Year Information

I am writing to provide you with details and arrangements for students over the coming month as Year 11 start their final GCSE summer examinations from next week.

### Student Lessons and Timetables

Students will continue to follow their normal timetable during the exam season. This means that when students do not have an exam, they will continue to attend their usual subject lessons. For the next two weeks (until the end of Term 5), subject revision lessons will continue to be delivered as normal in lesson time. After half term, students will be able to revise subjects of their choice in their lessons. Students will remain in school until their last exam has been completed. This ensures that your child remains focused and can continue to be supported and have access to the full range of resources in the academy in preparation for their GCSE exams.

### BTEC Coursework

BTEC subject lessons are focused on providing students with time to complete their final coursework assignments. Students will be informed once they have completed their course and qualification. If your child still has some of their coursework outstanding after the GCSE exams have finished, they will need to continue to attend their BTEC lessons until they have completed. If this is required, their BTEC teacher will contact you to confirm the days and times for them to attend in order to complete this. If your child finishes their BTEC qualification early, they will be able to spend their lesson time on focused revision to support their exams in other subjects.

### Exam Timetables

Your child will receive their exam timetable from their Personal Tutor this week. It is important this timetable is kept safe for the duration of the exams. The timetable will have the date and time of all subject exams. Please encourage your child to check their timetable to be fully aware of when all of their exams will be taking place. This will ensure they are organised, prepared and able to plan their revision effectively. Timetables will also show the venue and seat for each of your child's exams. It is important they check and are aware of this information prior to arriving at each exam so that they can arrive calmly and settled before going straight to their seat before each exam begins.

## Formal Exam Requirements / Arrangements

Please can I take this opportunity to remind you of the formal exam requirements which are required from students (candidates) during all examinations:

- It is imperative that students are on time for all examinations – students should arrive at exam venues at least 10 minutes prior to the start.
- Candidates must write in black ink for all exams. Any pencil cases taken into the exam room must be see-through.
- Candidates may bring a bottle of water- this must be in a clear bottle with the label removed.
- All students must register with their teacher during the warm up session before going to their exam each day.
- Students **must be in full uniform** for all examinations. Students not dressed appropriately will have to return home to change.
- Candidates should only bring with them the equipment required for the exam. All bags, coats, electronic devices, and any other belongings **must be stored and locked in lockers or the sport changings rooms**. Students will be able to return to collect their belongings after each exam.
- Mobile phones are not allowed in the exam room **under any circumstances**.
- On arrival to the exam room, candidates must enter in silence and find their allocated seat.
- If a candidate is going to be late, please call to notify the Academy.
- If candidates are wearing a smartwatch, this must be handed to an invigilator.
- If candidates have access to unauthorised items in the exam room, this will be considered as malpractice.

Students will be given a break after each exam before returning to lessons. Please note that afternoon exams run longer than the usual Academy finishing times and as a result your child would finish later these days. Please check your child's exam timetable to see the time their exams will finish each day.

Please note that JCQ have set out three exam contingency days on Thursday 8th June, Thursday 15<sup>th</sup> June and Wednesday 28<sup>th</sup> June. It is important that your child is available on each of these days should an examination be moved during the exam season. You and your child will be notified directly if this is the case.

## Study Programme & Twilight Revision Sessions – Exam Season

Please find a copy of the Study Programme and Twilight Revision Sessions attached to this letter.

From Monday we will be moving to a new additional study programme for the exam season, which will continue to run 3:00 to 4:00pm (2:00 to 3:00pm Friday) after school every day. All study programme subject sessions will now run the night before subject exams take place. Each session will solely focus on preparing and revising for the exam the next day. I strongly encourage your child to attend and engage with these sessions to support their final revision and preparation. Additionally, many subjects will also be hosting Twilight revision sessions. These sessions will take place online the evening before subject exams take place. Please check the Twilight session schedule for the times that these sessions will take place each day. All Year 11 students have



been added to the 'Year 11 2022-2023' Microsoft Teams group. Please ask your child to check this Teams group and accept subject session invitations ready for these sessions to take place.

## Warm Up Sessions

GCSE 'Warm Up' sessions will take place just before each GCSE exam. Please find the session schedule also attached to this letter. Morning sessions will take place 8:15 to 8:45am and afternoon sessions we will take place 12:30 to 1:00 pm. These sessions will be with your child's usual class teacher and will be focused on recapping the exam paper instructions, final revision golden nuggets and top tips as well as supporting students to ensure that they are calm and ready before going to their exams. This is where your child will register each time prior to their exams. Additionally, a free breakfast will be available each morning in the refectory between 8:00 to 8:15am.

## Locker Keys

Students are required to return their locker key to the Academy after their exams on Wednesday 14<sup>th</sup> June (10:30 to 11:30am) or Friday 16<sup>th</sup> June (10:15 to 11:15am).

In order to return the key deposit, lockers must be emptied and completely cleared out by the student prior to returning their key. Students will return their locker keys to a designated desk at Student Services once their exams have finished on the dates above. If your child has lost their locker key and therefore cannot return it, their deposit will be not returned. Students that have lost their locker keys can access their locker to obtain any belongings by requesting assistance at Student Services.

This will be the only opportunity for students to return their locker keys and retrieve their deposit. It is your child's responsibility to empty their locker before handing in their key. Any belongings that remain in lockers after returning their locker keys will be donated to charity.

## Celebration Event

The Year 11 celebration event will take place at the Academy towards the end of the exams season. I will confirm the date of this event nearer to the time. Our event this year will include a BBQ, ice cream van, music, and various activities outside, followed by an end of year celebration assembly. Food provided by the BBQ will be free to all students and will include hot dogs, vegetarian hot dogs, burgers, cheeseburgers, vegetarian burgers, crisps, and canned drinks. Please note that due to the BBQ, the refectory will not be providing a normal service on this day.

## Revision Guide Return

Please remind your child to return any borrowed revision guides back to the Academy once they have completed their exams in that subject. Revision guides should be returned to the Year 11 study area where there will be a dedicated collection box.

## Uniform Donations

Once Year 11 has completed, if your child has any unwanted items of the Brompton Academy uniform, they can donate this to the Academy. Please pass any items of uniform to Student Services where they will be collected.



## Year 11 Prom and Yearbook

Further to my previous letter, our annual Year 11 Prom will be taking place on Thursday 22<sup>nd</sup> June 7:00 – 11:00pm at Priestfield Stadium in Gillingham. Tickets are currently available on ParentPay at £36.00 (two instalments of £18). Tickets include entrance to the venue, welcome drink, 3 course meal, pick'n'mix sweet cart as well as a selfie mirror with unlimited use and printed photos. Tickets are currently on sale until tomorrow (Friday 12<sup>th</sup> May). Once full payment is made on ParentPay, the Year 11 team will arrange to deliver Prom tickets to students in school.

Additionally, our Year 11 Yearbook Class of 2023 is still available to purchase on ParentPay at £15.00. Due to popular demand, we have now extended the date to purchase the Yearbook until Tomorrow (Friday 12<sup>th</sup> May). The Yearbook will be professionally published and will include a profile and photo for each student (who opt in and have consent), a whole year group photo, dedicated personal tutor group pages, teacher messages, student and teacher awards as voted by students, a wide range of photos from school visits and events from both Year 11 and previous years as well as much more. Students have been inputting their ideas and photos to create the Yearbook. It will be a culmination of their time at Brompton Academy.

## GCSE/BTEC Results Day

The GCSE/BTEC results day will take place on Thursday 24<sup>th</sup> August. I will write to you with further details and arrangements for this day once all GCSE exams have been completed.

I would like to take this opportunity to thank you for your time, support, and communication over the past year. It has been a challenging year for everyone, and I really appreciate your patience and time working with the staff team and I at the Academy to support your child during the final year of their GCSE/BTEC studies. If I can support further in the months ahead, please contact me at the Academy.

Please also share my very best wishes to your child for their upcoming GCSE exams.

Your faithfully



Dan Greenwood  
**Vice Principal**  
**Head of Year 10 and 11**

