



Dear Parents/Carers,

I am writing to you with an update on the upcoming PPE1 exams that every student in year 11 will be taking shortly after their WAVE1 exams.

PPE exams are part of the cycle of exam preparation that all year 11 students undertake. They make up a series of exam windows designed to prepare our students for their finals in the summer of 2023.

The PPE exams are sat in all the non-core subjects that the students are taking and are taking place from Monday 7th November through to Friday 11th November. There will be a maximum of two exams per day.

For exam 1, students will attend form time as per usual and then line up in the Maths Playground area. At the end of each exam students must return to their timetabled lesson.

For exam 2, students will have their break as normal. At 11.20 they should then line up in the Maths Playground area. At the end of each exam students must return to their timetabled lesson.

Period 5 runs as a normal lesson as per the timetable.

This year group are now very experienced in the process of sitting formal exams in the hall. Their immaculate conduct during the end of year 10 exams demonstrated that as a cohort, they certainly are close to being exam ready. In order to further prepare them, all exams taken this year will be run following the JCQ rules and regulations. These are fundamentally the rules that they sat their year 10 exams under in July, however, these are reviewed and updated annually by JCQ. I have included the key updates at the end of this letter.

I have attached information from the PPE subject areas as to what to expect and how best to prepare for these exams. The exams will be marked and feedback given in subsequent weeks. The results can then be used to inform next steps work, intervention and revision priorities.

The Year 11 section of the school website also contains lots of really useful information around all things year 11 and has now been updated with some really useful guidance around exam revision. It can all be found [here](#).

The purpose of exams is to help prepare our students for 'the real thing' next summer. The nature of exams is that they do cause some anxiety and/or stress in some students. This is entirely natural and should cause you no alarm. However, we are aware that some students do struggle to cope with the pressures caused by exams. Should you have concern over the well-being of your son/daughter, please do not hesitate to contact the school where help/support is available.

I wish your child good luck during the WAVE and the PPE exams.

Pete Whitehouse (Assistant Headteacher – Outcomes)



On your exam day

This checklist will help you to be as prepared as possible for your exams, so that on the day itself you can focus on doing your best.

Before sitting your exams, ensure you know:

- the date, time and location of your exams – you might find it helpful to write this information in a calendar or planner
- who to contact at school or college in case there's an emergency that makes you late or unable to sit your exam

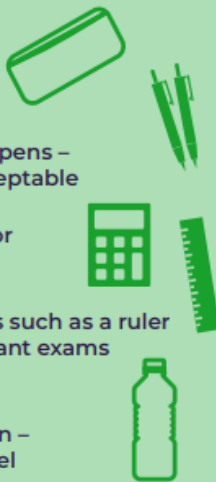
What you cannot take into exams:

- any type of phone
- revision notes
- any type of watch (this includes analogue, digital and smart watches)



What you will need:

- a clear pencil case
- at least two black ink pens – blue pens are not acceptable
- an approved calculator for relevant exams
- appropriate apparatus such as a ruler or protractor for relevant exams
- a clear water bottle if you wish to take one in – it must not have a label



Other important information:

- Listen carefully to the invigilator's instructions which will be specific to your exam. If you are unsure of anything, please raise your hand and wait for the invigilator.
- Fill in your details on the front of your answer booklet.
- If you need additional answer sheets, raise your hand and wait for an invigilator who will provide you with one. Remember to add your details to this booklet too.
- If you need to use the toilet or feel unwell, raise your hand and wait for an invigilator who will escort you from the exam room.
- Make sure you stay silent – talking to a fellow candidate could result in disqualification from all your exams.

If you have any questions about the format on the day, please ask your teacher or exams officer.





AQA

City & Guilds

CCEA

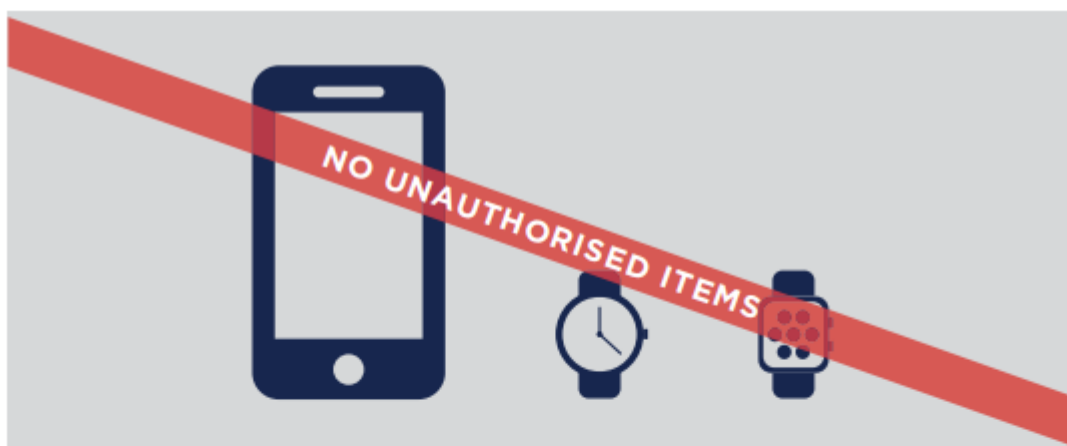
OCR

Pearson

WJEC

NO MOBILE PHONES NO WATCHES

NO POTENTIAL TECHNOLOGICAL/WEB
ENABLED SOURCES OF INFORMATION



Possession of unauthorised items, such as a mobile phone
or any watch, is a serious offence and could result in

DISQUALIFICATION

from your examination and your overall qualification.

This poster must be displayed in a prominent place outside each examination room.



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Information for candidates Using social media and examinations/assessments



Image by Patrice Jones

This document has been written to help you stay within exam regulations.

Please read it carefully.

We all like to share our experiences when taking exams and sharing ideas with others online can be helpful when you're studying or revising.

However, it is important to consider what you say and to think about what information is being shared as there are limits to what you can share and you need to be careful not to break the rules. The rules are in place to ensure that exams are fair to everyone, students don't become worried about false rumours and any real issues can be sorted out quickly by the right people.

We'd like to ask you to act responsibly when discussing online. If you're in doubt about what you can and can't discuss online regarding your exams, it's always best to check with your teacher.

If you receive what is or what looks to be assessment related information through social media, or any other means, you must tell your teacher or another member of staff. You must show them what you have received (if available). They will then report the matter to the awarding body and it will be investigated.

Where candidates breach the rules for examinations, controlled assessments, coursework or non-examination assessments, awarding bodies have an obligation to investigate and may apply penalties.



Image by Ben Wight

You need to know that the following would be malpractice:

- copying or allowing work to be copied – e.g. posting written work on social networking sites prior to an examination/assessment;
- collusion: allowing others to help produce your work or helping others with theirs;
- asking others about what questions your exam will include (even if no one tells you);
- having or sharing details about exam questions before the exam - whether you think these are real or fake; or
- not telling exam boards or your school/college about exam information being shared.

Penalties that awarding bodies apply include:

- a written warning;
- the loss of marks for a section, component or unit;
- disqualification from a unit, all units or qualifications; or
- a ban from taking assessments or exams for a set period of time.

Please take the time to familiarise yourself with the JCQ rules:

<http://www.jcq.org.uk/exams-office/information-for-candidates-documents>





AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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Warning to Candidates

1. You **must** be on time for all your examinations.
2. **Possession of a mobile phone** or other unauthorised material **is not allowed** even if you do not intend to use it. You will be subject to penalty and possible disqualification from the exam/qualification.
3. You **must not** talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.
4. You **must** follow the instructions of the invigilator.
5. You **must not** sit an examination in the name of another candidate.
6. You **must not** become involved in any unfair or dishonest practice in any part of the examination.
7. If you are confused about anything, only speak to an invigilator.

The *Warning to Candidates* must be displayed in a prominent place outside each examination room. This may be a hard copy A3 paper version or an image of the poster projected onto a wall or screen for all candidates to see.

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