



BEVERLEY HIGH SCHOOL



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Dear Year 11,

After the best part of twelve years at school the final stages of compulsory schooling are in sight. It is a time of great apprehension, excitement and opportunity and as such is understandably also a stressful time. In order that you have a clear understanding of the coming weeks, I would like to set out the important information regarding the GCSEs.

Firstly, the key dates for your diary.

Contingency Assessment Evidence assessments	21 st March till 4 th April
GCSE Modern Foreign Language Orals	w/b 9 th May
GCSE examinations	w/b 16 th May till 29 th June
Last day full time attendance is required	Friday 27 th May
Year 11 Farewell Assembly	1:10pm 23 rd June (Physics exam(a.m.))
Year 11 Prom	24 th June

During the **CAE Assessments** all students need to attend school full time. When you are not in an assessment you will be in your normal timetabled lesson. Following an assessment there will be a 15-minute break to sit in the canteen to go to the toilet. Please quickly move to the canteen and away from classrooms as all other lessons are still taking place, please be particularly considerate outside M1 & M5 as they are the first rooms on the route.

Please arrive at all assessments 10 minutes before the start time. The register will be taken in the gym for all students in an exam. If you are not in an exam you should register in your form room. You can use Edu-Link to find your seat numbers in advance of the exam. Please queue by the row letters in the courtyard as usual. If it is raining you can wait under the Friends Covered Area until called through: please avoid blocking the corridors in the bottom of the M Block. Please leave all bags and coats in your lockers.

For **GCSE Examinations**, it is important that you arrive with plenty of time and with all of your equipment. **NO WATCHES** or **PHONES** are permitted in the exam room. Please ensure that they are stored safely or left at home. The school cannot take responsibility for such items. If you are found to have either item in an exam it must be reported to the exam board and they may take action which can include disqualification. In addition, pencil cases must be clear and if you take water into the exam hall it must have a sports cap and have the labels removed. Make sure that you do not have any writing on your hands or notes on your person.



All students must follow examination regulations from the moment they enter the exam room and until they have left the exam hall. Please be considerate of students that have longer papers or extra time as they will remain in the exam and may be disturbed by unnecessary noise in or around the exam hall. Until the official last day (date above) you will go for a break in the canteen and then return to timetabled lessons. After this date you will be allowed to leave the school site.

The full timetable will run until Friday 27th May. After this date your teachers will be available in their classrooms as per the timetable until exams for that subject have passed. Please do not wander around the site, the rest of the school is functioning as normal. If you are unable to go home or are remaining on site for a later exam a room will be available for study. This will be indicated on the Exam Notice Board and you will need to sign the register in the room when you arrive. This is a place for study not socialising so please be considerate.

If you are late for a GCSE examination you must contact the school as soon as is possible. There is a legal time limit on when students can be admitted to exams and we are unable to change this in anyway. We will endeavour to support students who have valid reasons for lateness or absence but have strict guidelines we must adhere to. If you do have valid reasons for absence then you may be able to apply for special consideration. You will need to provide evidence for such absences, such as a doctor's note. This also applies if you have circumstances that severely affect you on the day of an exam. Please be advised that these circumstances are very stringent and usually relate to sudden bereavement or personal injury at the time of the examination the maximum consideration being 5% increase of the students score if the paper has been taken.

Mental Health and Wellbeing during the examination season is particularly important. We understand that individuals can be very anxious and struggle to manage the situation on their own. Please remember that you are not alone! Be kind and supportive to each other, speak with your parents, teachers and the Wellbeing team. It is important not to become over-whelmed. If you were unable to perform as you wanted it may change your plans in the short term but it will not ruin your life. Throughout all of your life, plans will change or circumstances affect you in unexpected ways; so try to balance your views so that stress levels are healthy and motivating but not unhealthy. This is always easier if you talk to people and set realistic targets based on you, not others.

It just leaves me to say, I wish all of you the best of luck with your examinations and hope that regardless of the outcomes you feel pride at all your achievements. We, at Beverley High School, are certainly very proud of you.

Kind Regards

Peter Cork
Assistant Headteacher