

**Thursday 26 April 2018**

Dear Parent/Carer

**RE: End of Year Examinations 2017/18**

In preparation for the forthcoming summer examinations, I am writing to inform you of the necessary arrangements, and outline herewith the key information for all students.

It is essential that all students adhere to the JCQ (Joint Council for Qualifications) guidelines. This includes the materials which can or cannot be taken into an exam room, as well as key information regarding the use of electronic devices. **It is essential that your daughter hands her mobile phone or any other electronic devices to the Exams Team prior to each exam.**

The procedures and processes for examinations must remain fair and accurate during any examination, which take place both in school and nationally. Our robust procedures ensure we remain a verified examination centre each year.

End of year examinations will be scheduled as follows:

- Year 7, 8 and 12 – week commencing 18 June 2018
- Year 9 – week commencing 25 June 2018

Students will complete a combination of in-house assessments and GLS Progress Tests (English, Mathematics and Science only). The outcome from the assessments will support curriculum planning, schemes of work and adjustments to learning teaching for the new academic year 2018/19.

A small group of students in Year 7 will complete additional assessments in English and Mathematics as part of the Secondary Schools' Assessment Project. This project work supports standardisation and moderation across the curriculum and externally verifies the assessments completed in school.

End of year examinations will ensure that students experience formal end of year exams in the lead up to future public examinations and will support them in the rigour and formalities of the process. End of year exams will also provide an accurate assessment method to monitor and track students' progress throughout the year.

**A copy of your daughter's examination timetable will be published two weeks prior to the start of exams. Revision will take place during lessons and we encourage students to continue their studies at home each evening.**

If you have any further questions regarding end of year exams, please do not hesitate to contact school. Thank you for your continued support of your daughter's education and we wish her the very best of luck in her forthcoming examinations.

Yours faithfully

**Mrs K McCourt**  
**Deputy Head teacher for KS3/4**

[kmccourt@stjulies.org.uk](mailto:kmccourt@stjulies.org.uk)

Mrs Rooney     Head of Lower School  
Mrs Jones       Sixth Form Progress Leader

[krooney@stjulies.org.uk](mailto:krooney@stjulies.org.uk)  
[ajones@stjulies.org.uk](mailto:ajones@stjulies.org.uk)