



CARDINAL NEWMAN CATHOLIC SCHOOL

Sandpits Lane, Keresley, Coventry, CV6 2FR
admin@cncs.school
www.cncs.school
T:02476 332382

23rd April 2024

Dear Parents/Carers

Year 11 Summer Examinations

We are now approaching the beginning of the GCSE examination period for which students have been preparing throughout KS4. We hope students approach this in a mature manner and revise fully for each examination. We ask parents to support and ensure that students are well prepared. Your child's individual examination timetable (enclosed), along with their own individualised timetable for revision sessions, should be displayed somewhere prominently in the house so no exam or revision sessions are missed. Timetables are also displayed outside the Head of Year office, in tutor rooms and outside the Sports Hall for students' reference. This is where seating plans will be posted as each examination gets closer.

Please make sure your child has the equipment they need to be successful. This includes the following items:

2 black biros (one spare in case the first runs out)	Pencil (plus a sharpener)	Ruler	Eraser
Protractor (for Mathematics and Science examination)	Compass (for Mathematics examination)	Scientific Calculator (Essential for Mathematics and all Science examinations although may also be required in other exams)	A clear pencil case

We will support any students that needs help with obtaining their examination equipment, please encourage your child to contact the tutor or visit the TLC.

Over the coming weeks, you can help support your son/daughter with their revision planning, keeping them on schedule and, most important of all, making sure they eat and sleep well so they perform at their best. Students are also expected to present themselves for their examinations in **full school uniform**. As with examination equipment, please contact the tutor, Miss Oakman or encourage your child to see Mrs Tabram in uniform if any support with uniform is required. Do not leave it until the day of the examination/s. Students must be on school site for 8.15am the morning of examinations and must sign-in outside the Sixth Form Centre.

If your child is ill during the exam season, please phone us immediately to let us know. No alternative arrangements can be made to sit an exam at another time so it is always best to attempt the exam rather than miss it altogether. Exam entry fees have been paid by the school for your child but if they miss an exam you will receive a bill and will have to pay for each paper missed. Please support your child by getting them into school on time. It can be very unnerving and affect their performance if they are in a rush to get to the examination hall.

At Cardinal Newman we do not operate a system of study leave. Instead, we set up a specific programme of study tailored to the needs of students to support in developing further revision and examination techniques. Please refer to the Y11 Examination Preparation Booklet via: <https://tinyurl.com/44hn2jz7>





CARDINAL NEWMAN CATHOLIC SCHOOL

Sandpits Lane, Keresley, Coventry, CV6 2FR
admin@cncs.school
www.cncs.school
T:02476 332382

We would also like to take this opportunity to thank you for your continued support and a huge well done to all those students who worked so well in Year 11 and have continued to work hard and demonstrate that they are truly made for greatness.

You can find further details surrounding the examination protocols below. Please do not hesitate to make contact if you have any further queries.

Yours faithfully

Mr S McDonnell
Assistant Headteacher

Ms E O'Connor
Headteacher

Examination Reminders

Timings of the day during the exam season

Monday – Friday

Registration	8.40am – 9.10am
Period 1	9.10am – 10.10am
Period 2	10.10am – 11.10am
Break Time	11.10am – 11.30am
Period 3	11.30am – 12.30pm
Lunch Time	12.30pm – 1.10pm
Period 4	1.10pm – 2.10pm
Period 5	2.10pm – 3.10pm

Exam Season Timings

AM - Line Up 8.40am

PM - Line Up 1:10pm

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.

Exam Regulations

- You should **not attempt to communicate with any other students**. This includes turning around and look at other students once seated. Examination conditions remain until you had left the exam room.
- **All electronic devices** should be **switched off and placed in your bag** before you enter the room
- **Do not bring** any **pieces of paper** in your pockets.
- **Labels must be removed from water bottles** before entering the room.
- Any **watches** must be taken off and **are not allowed in the exam room**.
- You must be in **full school uniform**. Any student without the correct uniform will not be allowed into the examination hall.

