



Archbishop Tenison's

CHURCH OF ENGLAND HIGH SCHOOL

4th May 2022

Dear Parents and Carers

Key Stage 4 and Key Stage 5 Public Examinations

As you are aware, your child will be begin their summer exams over the next few weeks. I am writing to offer guidance on the expectations during the exams including regarding sickness.

To support students to perform as well as possible under examination conditions, recognising the disruptions they have all experienced to their education, examination boards have published the topics which are likely to appear on the examination papers to enable students to undertake more focused revision. A guide to this was sent out previously. If you have any further questions, please contact the relevant subject teacher directly or Mr Winter, Assistant Headteacher via wintm@archten.croydon.sch.uk if the question is more general.

The Joint Council for Qualifications (JCQ) information for candidates can be found here <https://www.jcq.org.uk/exams-office/information-for-candidates-documents/>

Some key points to draw your attention to are detailed below:

- If your child is late to an exam the school may not be able to allow them to sit the exam, meaning they would receive 0 marks.
- Any behaviour deemed to be potential malpractice may result in disqualification from all exams in that series.
- Mobile phones and smart watches must be handed in on entry to hall
- School bags will be stored at the back of the school hall
- Students must bring all of their own equipment
- Pencil cases must be see through
- Water bottles must be see through
- Students should arrive to school 30 minutes before the exam begins and line up in alphabetical order on the grass area outside the school hall. Students will be dismissed from the school hall immediately after their afternoon exam has finished.

The JCQ has also published additional adjustments because there is an increased likelihood of students being unwell during the examination season. These adjustments include:

- If students have a high temperature and cold like symptoms, they are advised not to attend exams until they feel better and no longer have a temperature.
- Students who test positive for COVID-19 (if they have been directed to take a test by a medical professional) are advised not to attend exams for 3 days
- The first and last paper of any subject exams will be spaced 10 days apart so all students should be able to complete at least one paper that then enables them to qualify for an examination awarded grade
- Schools can apply for special consideration on the grounds of 'absent from exam' and students can still get a grade if they have completed one unit of the
- exam. Special consideration is a post examination adjustment to a candidate's
- mark or grade. This is to reflect temporary illness, temporary injury or some other event outside of the candidate's control at the time of the assessment.

However, JCQ has made it clear that special consideration will not be applied to candidates solely because they have suffered significant learning loss during their study due to COVID-19, either due to their own absence or that of their teachers. If, during the examination period, your child requires special consideration please contact the school immediately.

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www.archten.croydon.sch.uk

Headteacher: Richard Parrish MA (Oxon)

If your child cannot attend an exam or is going to be late, you must contact the school immediately to seek advice via exams@archten.croydon.sch.uk or via Reception 020 8688 4014 from 8am - 5pm Monday to Friday.

As we endeavour to move forwards through what we hope is the last phase of COVID-19, we are sure you will agree that following all of the advice contained in this communication is the most helpful way of learning to live with this particular virus; just as we have with other, more common respiratory infections.

Although there will, no doubt, still be challenges along the way, if we continue to work together to keep ourselves and each other as safe as possible, we are confident that we are far more likely to overcome these.

Yours sincerely

A handwritten signature in black ink that reads "Mr Winter". The signature is written in a cursive style with a large, stylized 'M' and 'W'.

Mr Winter

Assistant Headteacher