



March 2019

Dear Parent/Carer

I am writing to you to advise that your son/daughter will be taking a mock GCSE examination in Maths, this will take place week commencing 1st April 2019 and will be under examination conditions. The reason for this is to support students in examinations and make them aware of examination rules and regulations in preparation for their final year in school.

Whilst the examinations are taking place, smooth running is essential. Therefore, I would like to request your help and support. Students will need to ensure that they have the correct equipment with them for each exam; this usually consists of a **black pen (no gel pens), pencil, rubber, pencil sharpener, ruler and calculator (without its case)**. For exams such as Maths, Design Technology etc, Students should check with subject teachers about specific requirements. Water bottles are permitted to be taken into the room but must be **clear, have anti-spill tops and no labels attached. No food is allowed to enter the examination rooms – provisions will be made for those students who have medical requirements.**

Students will be expected to be in school as usual for 8:45am. Students must wear **full school uniform**.

We thank you for your support in advance and wish your child every success with the examinations.

Yours sincerely

Miss J Williams
Examinations Officer