



Dear Parent or Guardian

I would like to keep you informed about our forthcoming January Examinations which will include Year 11-14 Mock Examinations for our GCSE and A-Level pupils. The examinations are scheduled to run for each year group as follows:

Year Group	Date
8-10	January 22 to 29
11	January 22 to January 30
12	January 22 to February 2
13/14	January 22-26

The timing of each paper will range from 1 hour up to 2 hours for GCSE/A-Level examinations. The examination timetable is included as an addendum to this letter. It is important that your child arrives to school on time and prepared for examinations. Therefore, we ask for your support by ensuring your child has the correct equipment for each examination. This usually consists of:

- **a black /blue pen, pencil, rubber, pencil sharpener, ruler and calculator.**

Certain subjects may require additional resources and pupils should check with subject teachers about specific requirements if they are unsure. In addition, please encourage your child to get a good night's sleep (8-10 hours) and have a healthy breakfast at home or in the dining hall if they are a boarder.

Year 11 and 12 pupils will only be in school for their examinations and will be expected to revise at home when they do not have a scheduled examination either in the morning or in the afternoon. Pupils who have two examinations on the same day will be scheduled in study rooms between exams.

Pupils are encouraged to engage in active revision techniques that will help to make revision engaging and productive. It would be beneficial for pupils to revisit the learning strategies introduced to them during the Festival of Learning and choose active learning/revision techniques they believe most effectively support their learning.

Inspire Education N.I have created a study skills webinar for parents. The link is posted below, and we hope it will assist you in supporting your child with study at home. Please do not post this link on social media channels or websites.

[Inspire Parent/Carer Tutorial](#)

GCSE and A-Level pupils should approach these examinations with the same level of determination and preparation as if they were sitting external examinations. If they have not already started preparing, it is now time to do so. It is vital that all pupils should be preparing thoroughly. Ask your child to share their revision timetable with you and engage in discussions about how they plan to balance the demands of all subjects and any external commitments they may have.

For valuable information on effective learning strategies please visit:

- <https://www.learningscientists.org/downloadable-materials>

Additionally, here are some sources offering advice on how parents can support their children during exam periods:

- <https://www.youngminds.org.uk/parent/parents-a-z-mental-health-guide/exam-time/>
- <https://www.nhs.uk/mental-health/children-and-young-adults/advice-for-parents/help-your-child-beat-exam-stress/>

Enclosed with this communication are important documents as follows:

1. Examinations schedule
2. Revision topics for KS3 (KS4 and 5 refer to Examination Specification)
3. Guidance on how parents can assist their children in their examination preparation.

Please refer to these documents with your child and discuss the need to plan how they will balance their examination commitments with other commitments such as extra-curricular activities. This is an important life skill and one that cultivates resilience and perseverance. The results of these examinations will be reported home in the Tracking Two report (Tracking One for Year 8) by the end of February 2024.

If you have any questions or you need further support to help prepare your child, please do not hesitate to contact me. My email address is: emurray885@c2ken.net

Yours faithfully



E. Murray
Vice Principal Curriculum

Ways Parents can support their children as they prepare for examinations.

Your support is crucial for both us as a school and, more importantly for your child as he/she prepares for these important examinations. Please encourage your child to organize themselves effectively by taking an active role in their preparation.

- **Establish a study routine:** Encourage your child to establish a consistent study routine to manage their time effectively and cover all necessary material
- **Create a Distraction-Free Environment:** Ensure that your child has a quiet and comfortable space to study, minimizing distractions to enhance concentration
- **Encourage Healthy Habits** : Adequate rest, a balanced diet and regular breaks are essential for optimal cognitive function. Encourage your child to maintain healthy habits during the examination period
- **Open communication Channels** : Maintain open communication with your child. If he/she express concerns or need assistance, being a supportive and understanding presence can greatly contribute to their wellbeing
- **Celebrate efforts:** Acknowledge your child's efforts, regardless of the outcome. Celebrating the process of learning and hard work can boost confidence and motivation.

Schedule and Revision Topics shown in separate documents.