

THE ROYAL SCHOOL

ARMAGH (Founded in 1608)

Head Teacher:

Mr G.G.W. Montgomery, B.A (Hons), P.G.C.E., P.Q.H. (NI)



11 March 2026

Dear parent/guardian

RE: GCSE Business Studies - GBU3 - Unit 3: Planning a Business (Controlled Assessment Examination)

Year 12 pupils studying GCSE Business Studies will be completing their Unit 3 Controlled Assessment Examination: *Planning a Business* on **Wednesday 25th March from 14:15 – 15:15**.

This is a compulsory component of the CCEA GCSE course and contributes 20% to the final GCSE grade and will take place in the Assembly Hall. Your child will be released from class early to allow them to arrive at least 15 minutes early at the venue. Pupils who are entitled to extra time will finish at 15:30 – please ensure that they have appropriate transportation home.

Before the controlled assessment examination, pupils will have spent time in class preparing for the assessment, researching their business ideas and developing the necessary planning skills. Booklet A (the research component), which each student has prepared and submitted in advance, will be available during the controlled assessment examination for referencing to assist with answering the questions.

Should you have any questions regarding the controlled assessment or the GCSE Business Studies course, please do not hesitate to contact Mr McCready (Head of Business Studies).

Thank you for your continued support.

Yours sincerely

Mrs S. McCluskey
External Examinations Officer

Mr J. McCready
Head of Business Studies