

Monday 8th January 2024

Dear parent/carer,

I am writing to inform you of the forthcoming January public exams for your son/daughter. Your son/daughter will get their statement of entries this week.

The date of the first timetabled exam for year 12 and 13 students is Tuesday 9th January and the last timetabled exam is Thursday 18th January.

Obviously this is an incredibly important and potentially stressful time for your son or daughter. It will require their focus and determination to succeed and we would encourage you to fully support your son/daughter with effective revision.

Some key points that I feel are worth mentioning regarding exam preparation are:

- Getting to the academy on the morning of the exam in plenty of time will help reduce anxiety on the day.
- Having a healthy breakfast on the day will help improve concentration levels. We will provide free toast, available from 8am.
- When your son/daughter is studying or revising, ensure that it is somewhere quiet, without access to social media or mobile phones.
- Working for shorter periods interspersed with breaks helps maintain focus.
- Planning specific topics to study is more effective than looking at general units.
- A healthy balance of revision, exercise, diet and adequate sleep should be maintained.

On the days themselves it is important that students:

- Have a full set of equipment to enable them to sit the examination,
- Arrive for the examination on time. Exams are public assessments and can't be repeated at later times or other days, so attendance and punctuality is vital.

If you have any questions about this please do not hesitate to contact me.

Thank you for your continued support with your son/daughters exams.

Michelle McKean
Exams and Assessment Officer

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A list of Directors' names is open to inspection at our registered office.