



6th November 2019

Dear Parents/Carers,

The year 11 Mock exams are taking place in school from the 11<sup>th</sup>-22<sup>nd</sup> November 2019. This timetable is available on the school website using the following link:

<http://www.sydenham.lewisham.sch.uk/information/Exams>

This is the web page that will hold future timetables and any other exam related information.

In order to better prepare the students for the summer, these exams are in the same format and will be conducted by the same rules as the actual GCSEs. The school's senior invigilators will be present for all exams as they will be in the summer, and should be the first people for your child to speak to during an exam should they encounter a problem.

In a separate attached document is a summary of the regulations of the JCQ, the organisation that oversees the delivery of all GCSE and A-level exams in England and Wales. It is important that you and your child are aware of what they can and cannot do in the exam room.

It is important that students take extra care of their health at this time and to pace their revision in order to avoid being overwhelmed. Preparation and revision throughout the year can significantly improve results and reduce exam anxiety when the summer exams begin in May.

Please note that when students are not in exams they will be in lessons as usual.

Please direct any exam specific questions or concerns to Mr Lake, the Examinations Officer, at [s.lake@sydenham.lewisham.sch.uk](mailto:s.lake@sydenham.lewisham.sch.uk) or extension 533, and more general queries to Ms Alexander, the Year 11 Learning Co-ordinator, on [J.Alexander@sydenham.lewisham.sch.uk](mailto:J.Alexander@sydenham.lewisham.sch.uk) or extension 433.

We would like to wish your child all the best for these upcoming exams and thank you in advance for all of your support with revision at home.

Yours faithfully,

Ms Alexander  
Year Learning Coordinator 11

Mr Lake  
Exams Officer