



Potteries Educational Trust Head Office
City of Stoke on Trent Sixth Form College
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Educational
Trust
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Headteacher: Mr S P Ascroft BSc (Hons) MA NPQH

December 2020

FOR THE ATTENTION OF THE PERSON WITH PARENTAL RESPONSIBILITY

Re: Year 13 Mock Examinations

Mock examination for Year 13 students are scheduled to take place from week beginning 25 January 2021. In light of the disruption to teaching in 2020, and the ever changing picture on the examination series for summer 2021, it is imperative that students are focussed and prepared for these examinations so that they can perform at the best level possible.

The mock examinations will be running as close as possible in line with the summer examinations to help best prepare the students and give us a clear indication how the students are performing. Teachers will ensure that the papers will be adapted to ensure that all the questions are reflective of the course content covered so far and will be marked in accordance with exam board mark schemes; departments will give more specific details to students about the structure of the papers to be sat. Due to the Covid bubbles within school, the exams will be running in designated classrooms under exam conditions rather than in the Sports Hall. All morning examinations will start promptly at 9.00 am and afternoon examinations will start promptly at 1.00 pm. Students are expected to be seated and ready to begin at the designated times. Details regarding seating and rooming for the exams will be outlined on the notice board outside the Sixth Form Office.

During the scheduled mock examination series, we expect the following attendance:

- For A-Level students they will need to only attend for their scheduled examinations between Monday 25 January and Monday 1 February. Students will be registered in the examination room. The Study Room remains open to students throughout the exam series if they wish to work within school completing revision outside of scheduled exams. Full timetabled lessons resume for students on Tuesday 2 February at 8.45 am. A-Level Art and Photography students will be excused from lessons and will attend the examinations as scheduled on Tuesday 2 February and Wednesday 3 February.
- For students studying a mixed pathway (A-Level and BTEC subjects), they need to attend for scheduled examinations for their A-Level subjects and all BTEC lessons as timetabled outside of the examination schedule. You are not expected to attend timetabled Study periods, however, the Study Room remains open to students throughout the exam series if they wish to work within school completing revision outside of scheduled exams. A-Level Art and Photography students will be excused from lessons and will attend the examinations as scheduled on Tuesday 2 February and Wednesday 3 February.











• For students studying only BTEC subjects, teaching and learning continues throughout the mock examination period and they are expected to attend registration and all timetabled lessons. Registration each morning will take place in the Supported Study Room and Room 204 and 205 at 8.45 am. During the examination period (Monday 25 January and Monday 1 February) they are not expected to attend timetabled Study periods, however, the Study Room remains open to students throughout the exam series if they wish to work within school.

For any students who miss examinations due to illness or isolation, these will be arranged for completion immediately upon their return; Miss Taylor (BH6 Admin) will organise the completion of these with students.

We very much hope that following the Christmas break that students will continue their preparation for the examinations. Should there be any concerns or problems then please do not hesitate to contact me.

Wishing you a very Merry Christmas and best wishes for the New Year.

Yours sincerely

Mrs C Taylor

Head of Sixth Form

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