



Aldridge School

Headteacher:
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A Science College



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Dear Parents,

Your son/daughter will be sitting EXTERNAL exams in English & Maths during the first two weeks of November. There are also INTERNAL Mock exams in certain subjects. The timetable and the seating arrangements for these exams will be sent home with your son/daughter next week. This information (i.e. dates/times/subjects etc.), can be found on our website Home page.

I would like to draw your attention to the following important information:-

- **All external exams begin at 9.30am**
- For all **EXTERNAL** exams - breakfast will be available in Goodsell canteen from 8.00am
(Those students sitting EXTERNAL exams, who attend quick tips will receive a FREE breakfast of toast, fruit, water and hot drinks).
- Students require Calculators/Maths sets for their Maths exams – during the recent Maths & English mocks some students turned up WITHOUT basic equipment i.e. pens/pencils/rulers.
- All external exams have QUICK TIPS beforehand, so students need to be in the classroom assigned to them by 8.40am.
- For all INTERNAL exams they need to look at their timetables very carefully to ensure they are waiting outside the correct Examination Hall at the correct time. (Internal exams start at 8.40am for morning sessions and 2.00pm for afternoon sessions)
- Registers will be taken in the Halls once all the students are seated and have begun their exam. (Calls home - will be made for any External exam if a student is not present in the Hall after 10 minutes from the start time).

As the pupils are experiencing a high pressure situation, for which they have put in a lot of time and effort, the decision has also been taken that pupils will be free to go home after the two English exams at 12.00pm. This ONLY applies to the TWO English exams which take place on **MONDAY 9TH NOVEMBER 2009 AND THURSDAY 12TH NOVEMBER 2009**. Students will attend school in the normal way for the **EXTERNAL MATHS** exams and all the **INTERNAL** Mock exams. Should you have any queries with regards to these exams, please contact Mrs Eccleshall who is the Exams Officer on 01922 743988 ext 255.

Yours sincerely,

Mr P Evans
Assistant Headteacher