

Dear Parents/Guardians and Students,

**Year 9 January 2020 Examinations.**

Year 9 examinations are scheduled for your son or daughter the week beginning **Wednesday 8th January 2020**. A calendar of the examination schedule is found on the back of this letter.

All examinations will be based in the main Hall or Drama Studio unless another venue is stated. On the day of your child’s examination they should make their way to the **outside of the Hall by 8.45am and line up in register order**. For afternoon examinations your child will **need to be outside the Hall by 1pm**. It is essential that your child is equipped properly for each examination. Equipment should include a clear pencil case, black pens, pencils, coloured pencils, calculator and a geometry set. If your child wishes to bring in a drink, this must only be water in a clear bottle with the labels removed. Mobile phones must also be handed in on entering the exam room and watches need to be taken off and placed on the exam desk.

It would be very beneficial for your child to start a revision programme over the coming weeks, setting aside time every day for revision, preferably in a room where there are no distractions. It is very important that your child uses some of the two week holiday effectively for revision purposes. This will be valuable for boosting confidence and building on everything taught in school. Grades can still be increased significantly if your son/daughter uses this time wisely.

We would like to take this opportunity to wish your child every success in the examinations. If we can help in any way please contact Mr C Lang (Progress Manager Year 9) at the school.

Yours sincerely

**Mrs S Williams**

**Assistant Headteacher.**