



February 2008

To Parents/Carers of All Year 11 students

Dear Parents/Carers

GCSE & BTEC Entries

Please find enclosed:

a draft GCSE timetable (BTEC examinations are assessed by continuous assessment. Therefore there is no final examination).

two provisional Statements of Entry: one showing the summary of the examinations for which your child has been entered and the other, more detailed one, showing the individual papers which make up each examination.

- it is essential that you and your child check that all the personal details (including “Name on Certificates” provided at the top of the Statement of Entry) are accurate. This is the information which will appear on the examination certificate
- the detailed breakdown Statement of Entry includes the exam board for each particular subject, the title of the paper(s) being sat, the date and starting time of each exam and the duration of each paper. Where the phrase “not timetabled” is used, this indicates that this is a coursework or practical element
- the summary Statement of Entry summarises the exams for which your child has been entered and the total cost of these examinations, which the school has to meet for these entries to be made. Examination costs vary between £15 and £30 for each unit. Late entries and amendments attract additional fees. The school reserves the right to reclaim from a parent/carer the partial or total cost for any exam or exam component which a student fails to attend without an appropriate reason and to withhold certificates if payment is not forthcoming

a letter regarding the forbidding of mobile phones and any other electronic equipment (including music players of any sort) in the examination room

a letter detailing the arrangements for collection of results on 21 August 2008

We would ask you to sign and return the attached slip by 3 March 2008 to indicate (a) that you have received and checked this Statement of Entry and made any necessary amendments clear and (b) that you have noted that the school reserves the right to reclaim from a parent/carer the partial or total cost for any exam or exam component which a student fails to attend without an appropriate reason.

Yours faithfully

P Baker
Headteacher

P P Littlefair
Examinations Officer

MOUNT GRACE SCHOOL

February 2008

GCSE & BTEC Entries – Summer 2008

Student Name: _____

Form: _____

I/we acknowledge receipt of our child's Statement of Entry.

I/we have checked the accuracy of the personal details which are/are not correct

(In cases of incorrect personal details, the correct details are:

Name (*this must be the student's legal name*): _____

(*any change of name must be advised with legal proof of that change*)

Date of Birth (*if incorrect*): _____)

I/we have noted that the school reserves the right to reclaim from a parent/carer the partial or total cost for any exam or exam component which a student fails to attend without an appropriate reason

Signed: _____

(*parent/guardian*)

Name: _____

(*please print*)

Date: _____

To be returned by 3 March 2008 to Examinations Office



February 2008

To All Students sitting Public Examinations Summer 2008 and their Parents/Carers

Dear Students, Parents and Carers

Examination Procedures – Mobile Phones and Other Equipment

The Public Examination Boards have made it very clear to Examination Centres that any candidates found with mobile phones or other electronic devices on their person will be automatically **disqualified** from that examination. There are no exceptions to this rule. Therefore, all students will be required to leave their phones and other electronic devices in Reception before each examination and collect them afterwards. They will be provided with a named A5 envelope to put the item(s) in. If students wish to use this system, they should arrive 10 minutes early to each exam to allow time to hand their equipment in. Mount Grace School can accept no responsibility for items left in Reception and students may feel the wiser option is to leave them at home.

All students should arrive in good time for their examinations in order to check the seating plan.

Whilst writing, we would remind students that they should bring all necessary equipment for each examination (pens, pencils, calculators etc as appropriate) in a clear plastic bag or pencil case. No other bag/pencil case will be permitted in the examination hall.

Yours faithfully

P P Littlefair
Examinations Officer



February 2008

Re: Dates for the publication of GCSE/ GNVQ examination results

The results for the above exams will be published on the following date:

GCSE/BTEC Results

Thursday 21 August 2008

The results can be collected from the main office at school between 11.00am and 1.00pm on the morning of their publication.

If students are away on these dates but would like their results to be collected by a parent/guardian/relative or friend, the parent/guardian of that student must send a supporting letter into the school. Please include a contact number with this letter.

Results not collected on results day will be posted to students' home addresses on Friday morning.

Please note results cannot be given over the phone.

Can we also remind students that ALL textbooks must be returned to school by the end of June 2008. Any outstanding books must be brought in on the morning of the publication of the examination results.

The school reserves the right to withhold certificates, if all textbooks have not been returned.

If there are any problems please contact the school as soon as possible.

**P Baker
Headteacher**

**P P Littlefair
Exams Officer**

DRAFT Y10 and Y11 Exam Planner – Summer 2008

Practical Examinations detailed overleaf. Media examinations (2) to be advised

Morning (8.45am)	DATE	Afternoon (1.15pm)
	Monday 12 May	OCR GCSE Science A214 (45 mins)
AQA Certificate in Prep for Working Life (1hr 30)	Tuesday 13 May	
AQA General Studies 3761 F/H GCSE Paper 1 (2hrs)	Wednesday 14 May	
AQA Media 3571F/H GCSE (1hr 30) (centre timetabled)	Thursday 15 May	
AQA Media 3571F/H GCSE (1hr 30) (centre timetabled)	Friday 16 May	
Edexcel GCSE Maths 5540F/H Non-Calculator (1hr 30/1hr 45) AQA Maths 4301F (1hr 30)	Monday 19 May	
AQA English Literature 3712 F/H GCSE (1hr 45)	Tuesday 20 May	Edexcel GCSE ICT 1185 (2hrs)
AQA General Studies 3761 F/H GCSE Paper 2 (1hr)	Wednesday 21 May	
AQA GCSE D&T: Food 3542F/H (2hrs)	Thursday 22 May	
Edexcel GCSE German 1231F/H Listen & Read (1hr 15/1hr 45)	Friday 23 May	OCR GCSE Additional Science A218F/H (45 mins)
	HALF TERM	
AQA GCSE D&T: Resistant Materials 3545F/H (2hrs)	Monday 2 June	Edexcel GCSE Mathematics 5540F/H Calculator (1hr 30/1hr 45) AQA Mathematics 4301F (1hr 30)
AQA English Paper 1 3702 F/H GCSE (1hr 45)	Tuesday 3 June	AQA History 3042/1 GCSE (1hr 45 min)
Edexcel GCSE Geography 1312F/H (1hr 45)	Wednesday 4 June	Edexcel GCSE French 1226F/H Listen & Read (1hr 15/1hr 45)
OCR GCSE Science A212F (40 mins)	Thursday 5 June	AQA English GCSE 3702/2 F/H (1hr 30)
	Friday 6 June	
	Monday 9 June	AQA GCSE D&T: Textiles 3547F/H (2hrs)
	Tuesday 10 June	
AQA GCSE History 3042 Paper 2 (1hr 45)	Wednesday 11 June	OCR GCSE Science A213F/H (40 mins)
	Thursday 12 June	Edexcel GCSE Geography 1312F/H (1hr 15)
	Friday 13 June	
	Monday 16 June	
OCR GCSE Additional Science A215F/H (40 min) OCR GCSE Additional Applied Science A334 (45 min) AQA GCSE Science Biology BLY1F (45 min)	Tuesday 17 June	
Edexcel GCSE Statistics 1389F/H (2hrs/2hrs 30)	Wednesday 18 June	OCR GCSE Additional Science A216F (40 min) OCR GCSE Additional Applied Science A325F (45 min) OCR GCSE Additional Applied Science A335F (45 min) AQA GCSE Science Chemistry CHY1F (45 min)
	Thursday 19 June	AQA GCSE D&T: Graphic Products 3543F/H (2hrs)
OCR GCSE Additional Science A217F/H (40 min) AQA GCSE Science Physics PHY1F (45 min)	Friday 20 June	
OCR GCSE Science A211 (40 min)	Monday 23 June	

PRACTICAL EXAMINATIONS (dates may be subject to change):

	Date(s)	Time	Venue
MFL Orals	French 6 & 7 May 2008 German 8 & 9 May 2008		To be confirmed
Art	Monday 21 & Tuesday 22 April 2008	All day	To be confirmed
Sport	Thursday 24 April		To be confirmed
Performing Arts (Dance)	Thursday 24 April		To be confirmed

NOTES:

1. Students should attend examinations in full school uniform with all necessary equipment such as pens, pencils, erasers and rulers (and calculators, where needed).
2. Examinations will begin promptly at the times stated in the timetable.
3. Attendance registers will be kept for all examinations. There will be a short delay at the start of all examinations to ensure that all candidates are seated correctly.
4. You must not take into the examination room any unauthorised material or equipment. **MOBILE PHONES** must be left outside the examination room. **Failure to do so will result in disqualification.**
5. You must not communicate with or disturb other candidates at any time during an examination.
6. Some afternoon examinations will continue after 3pm.