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YEAR 13 MOCK EXAMINATIONS

Dear Year 13 student,

At Hammersmith Academy, we want to ensure that you are as well prepared for your A-Level examinations as possible. To help you prepare, we will be holding mock examinations from Monday 19th February 2024 to Tuesday 27th February 2024 inclusive. These examinations will follow the exact procedures you will experience during your actual public examinations in summer 2024.

You should now have received a copy of your exam timetable which details all components to be taken along with times and dates. It is your responsibility to ensure that you are fully prepared for each examination, which includes: being on time for all examinations and having all the necessary equipment. **Please note the examination team will not be giving out any equipment to students.** If you require any support obtaining any of the items listed please let us know.

You must have a **transparent** pencil case containing the following items:

- 2 black ball-point pens (no gel pens)
- 2 pencils
- Ruler
- Highlighter pen
- Protractor
- Compass
- Scientific calculator
- Sharpener
- Rubber (labels/covering removed)

In order to comply with the regulations of the examination the following rules must be adhered to:

- **Labels** must be removed from all items that remain on the students' desk i.e. glue stick, asthma pump and water bottle before entering the examination room.
- Any pieces of equipment that are in a case i.e. geometry set must be removed, with the case handed to an invigilator before the examination begins.
- **Calculator covers** must be removed and handed to an invigilator before the examination begins.
- **All items** on a students' person other than those in the equipment list above should be handed to an invigilator before the examination begins.



- All **watches, mobile phones** and **headphones** should be switched off (including alarms) and handed to an invigilator before the examination begins.

In order to support you through this period you will be on study leave during the mock examinations. Therefore, you do not need to come into the Academy for your lessons. Lessons will resume on Wednesday 28th February 2024 once the mock examination period is concluded. However, some staff, including those that teach practical/BTEC subjects, may still choose to run revision/coursework sessions during available lesson time within the mock examination period. If this is the case this will be communicated directly with students.

You should have completed an individual revision timetable to ensure that you are utilising your time effectively. As a guide, you should be spending between 2-3 hours each evening completing revision and past paper questions. You should make full use of the extensive resources subject teachers have uploaded on SharePoint – our online platform for teaching and learning as well as the resources which can be found on the exam board websites.

Finally, attendance and punctuality to the Academy is more important than ever. It is extremely important that you treat your mock examinations like the final examinations. Please can you ensure that you arrive every day on time to maximise your examination preparation. If a student misses an examination they will be scored a zero, however, department leaders are able to arrange for students to sit the examination at a later date in order to provide feedback to the student.

- **Morning examinations – students arrive at 8am and register in the Sixth Form Centre**
- **Afternoon examinations – students to arrive at 12pm and register in the Sixth Form Centre**

Full details about the organisation of students coming on and offsite for their morning and afternoon examinations will be communicated to you in assembly.

We hope this opportunity will give you with the experience, motivation and focus required to perform to the best of your ability. You will receive overall results and feedback from your mock examinations, which will be vital in identifying next steps in order to make progress.

If your parents/carers would like the opportunity to discuss your mock examinations results with specific subject teachers, they should contact the relevant member of staff directly using their Academy e-mail address.

If you have any concerns or questions, please contact the Sixth Form Team.

Yours faithfully,

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