



November 2017

Dear Parent/Carer,

At Meden School we recognise the importance of tracking the progress of every student by way of assessment weeks that take place throughout the year. The Year 11 assessment week will take place week commencing Monday 4<sup>th</sup> December 2017. Some subjects, which do not appear on the timetable, will be assessing the students in normal lesson time during this period.

Year 11 is a stressful year for students and their families and we aim to minimize this stress by giving students multiple opportunities to show what they have learnt in exam conditions. This helps to prepare them for the real thing and helps staff to identify gaps in knowledge and understanding. As these assessments are important your child should aim to treat them as a key exam in every respect. Students can best prepare for the exams by revising for every subject; it is useful to plan a revision timetable putting aside time every day for revision. A copy of the timetable is included for your information and a detailed revision guide is available on the school website. If you would like a hard copy of the revision guide please contact reception.

You can support your child during this time by ensuring that:

- They plan and follow a revision timetable. Make sure they revise for each subject and spend some time every day revising. Little and often is the most effective technique.
- They know when and where their exams will take place.
- They are on time for school and have the right equipment (pen, pencil, calculator, ruler, highlighter, pens etc. in a clear pencil case or bag)
- They speak to their teachers to clarify anything they are unsure about well in advance of the exam.

In the Summer GCSE exams poor behaviour would lead to disqualification, and as such it is important that students follow all the instructions given to them by staff and get used to working in exam conditions.

I would like to thank you for your support and also wish your child every success in this assessment period.

Yours faithfully,

Ms E Sims  
Head of School