



20 January 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 10 assessment exams will take place week commencing Monday 30th January and the timetable for these are attached. Some subjects, which do not appear on the timetable, will be assessing the students in normal lesson time during this period.

These assessments are important and your child should treat them as a key exam in every respect. Students should prepare for the exams by revising for every subject; it is useful to plan a revision timetable putting aside time every day for revision. The timetable and topic list are included for your information and all resources are available on the school website.

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.

All assessments will take place under exam conditions and students understand the need for the highest standards of behaviour during the exams. Poor behaviour will not be accepted and appropriate sanctions will be given if necessary.

We would like to wish all of our students every success in this assessment period and are confident that, with thorough preparation, they will fulfil their impressive potential.

Yours faithfully,

Mrs S Smith
School Leader