PG/KS/Exams

27 February 2023

Dear Parent/Carer



I trust that this letter finds you safe and well.

We need to inform you that as of 15<sup>th</sup> February 2023, your child has been entered for all external Year 11 examinations for Summer. This means that there is now the expectation that your child will be present for all examinations entered.

The Summer season dates are from 1<sup>st</sup> May 2023 – 28<sup>th</sup> June 2023, so we expect your child to be available to sit examinations between these dates.

Failure to attend a timetabled external examination without medical evidence or evidence of other mitigating circumstances is cause for us to seek reimbursement of the entry cost for that qualification. This is outlined in our Examinations Policy which can be found on our website.

Each qualification varies in cost from between  $\pm 18.42 - \pm 84.00$ . As such, should your child fail to attend, we may seek reimbursement of the total cost of the entry for that subject.

We thank you for your support in advance and wish your child every success with their upcoming examinations.

Yours sincerely

Mr A Seager Headteacher

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