



21st October 2021

Dear Parent/Carer,

YEAR 12 CTEC MOCK EXAMINATIONS W/C 1ST NOVEMBER 2021

In the week commencing 1st November 2021, Year 12 CTEC students have two mock examinations. The exams are designed to prepare the students for the rigour of the exams they will face in January and the Summer. Your child will need to be fully prepared if they are to make the best use of this time and provide teachers with accurate information to inform next steps.

The exams are as follows:

Date	Exams	Start Time	Exam Length
Monday 1 st November	Year 12 Business Diploma Unit 2 - Working in Business	1pm	1h30
	Year 12 H&SC Diploma Unit 3: Safety and Security in HSC	1pm	1h30
Wednesday 3 rd November	Year 12 Business Diploma Unit 3 - Business Decisions	1pm	1h30
	Year 12 H&SC Diploma Unit 6: Personalisation and a person-centred to care	1pm	1h30

Students will be on study leave for the duration of the exams and so only need to be in school when they have an exam session. On Thursday 4th November 2021 students will return to lessons.

Punctuality is very important and students who arrive late for exams will not be allowed to sit the examination papers. This will result in them receiving no grade. They are expected to be in school no later than 12.30 pm for afternoon sessions.

Students should ensure that they come properly equipped for each exam as there will be checks to ensure all the necessary requirements are met. No equipment they should carry as standard will be lent by the school to students during the exam period including pens, pencils, rulers and calculators. Possession of a phone in the examination hall will lead to disqualification.

I wish your child all the best and myself and the school would like to take this opportunity to acknowledge the hard work and endeavour shown by students in Year 12.

Thank you for your continued support.

Yours sincerely,

Ms E Connolly
Acting Deputy Headteacher – Quality of Education