



17th October 2025

Dear Parent/Carer,

CHRISTMAS ASSESSMENT WEEK: 1st – 5th DECEMBER 2025 (Year 11)

From Monday 1st December, all students will be following a bespoke timetable for their Christmas Assessments (API). The school day will start at the usual time of 8.35am with students expected to arrive at 8.30am. Rather than attending lessons, the day is then divided into three 1.5-hour slots during which students will complete exams in the exam hall.

On Monday to Thursday as the timetable currently stands, all Session One and Two exams are core subjects and **all** students will be on site for those exams. After lunch, in session 3, are options subjects. **If** your child does **not** study that subject, they will be dismissed from the end of session 3 in order to revise for the next day's exams.

Art and 3D Design students will be taking their exams on the Monday after Assessment week on Monday 8th December and this will run in T214/T027. Speaking exams in French and Spanish will also take place that week, by appointment.

Timings of the Day:

8.35am-9.00am: **Registration for Session One**

9.00am-10.30am: **Session One**

10.30am-11.00am: **BREAK**

11.00am-11.15am: **Registration for Session Two**

11.15am-12.45pm: **Session Two**

12.45pm-1.15pm: **LUNCH**

1.15pm-1.30pm: **Registration for Session Three**

1.30pm-3.00pm: **Session Three**

3.00pm: **DISMISSAL**

Please see the **provisional** examination timetable for your child overleaf. Please do note that on **Friday 5th December, school will finish at the end of session 2** with an extended break time for all students to receive lunch. This will mean **all** students who are on site will be dismissed at the end of session two.

These assessments will be used to assess whether your child is making expected progress and are an important opportunity to prepare for formal exams at the end of this year. Please do support your child with organising their revision to give them the greatest chance of success in these assessments.

Thank you for your ongoing support.

Yours faithfully,

Ms E Connolly
Lead Deputy Headteacher – Quality of Education



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