



# CLAREMONT HIGH SCHOOL ACADEMY

Tuesday 17<sup>th</sup> May 2016

## Exam Arrangements and School Uniform

Dear parent/carer,

Further to the letter sent on 4<sup>th</sup> May 2016, I would like to remind all parents of the exam arrangements for this summer's examinations. Please ensure your child is in full School uniform (leavers hoodies are not School uniform), otherwise your child could be sent home to change, which will impact their exam entry.

Pupils have been briefed regarding their conduct in exams and must adhere to the guidelines identified. Failure to comply can in extreme circumstances lead to examination papers being cancelled. External invigilators are being employed to assist the examination process and must be responded to appropriately like any other member of Claremont High School staff.

It is essential that in the exam room no communication or distraction takes place between pupils. They have been instructed that they will not be allowed to bring mobile phones into the exam hall and so they should leave these at home, along with any other electric equipment. Any outdoor clothing and bags must be left at the back of the examination room. Pupils attending exams should be in normal school uniform. They should arrive 15 minutes prior to the published 'start time', in order that they can be seated appropriately, papers issued and all queries settled by the published 'start time'.

Any pupil whose conduct causes a problem, in or out of exams, during this exam period will not be allowed to attend the Year 11 Prom on Tuesday 5<sup>th</sup> July 2015.

Each exam entry has been paid for by the school and so if a student fails to turn up to a timetables examination, they will be fined for the cost.

I would like to take this opportunity to wish all year 11 pupils luck in the forthcoming examinations and look forward to seeing them on results day on Thursday 25<sup>th</sup> August 2016.

Yours faithfully,

Mr S. Yanmaz  
PPM Year 11



**HEADTEACHER: F.T. Molloy**

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