



10th October 2019

Dear Parents and Students,

From Tuesday 26st November to Monday 9th December all Year 11 students will be taking part in a formal Pre Public Examination (PPE) fortnight at The Piggott School. There will be a morning and afternoon exam session on each day with the morning exams commencing at 9am and all afternoon exams at 1pm. There will be no study leave for this process and students will be expected to be in normal lessons in between exams or if they are not sitting an exam in either session.

Please note that for the summer examinations the start time will be 1.30p.m to comply with JCQ regulations.

The PPE timetable, which has been distributed with this letter, includes timings and the specific modules or topics that exams will cover for each subject. This will also be made available on the school website. Below are the subjects that will be holding an exam during the two weeks.

1. English Language and Literature
2. Maths
3. Science
4. History
5. Geography
6. Languages
7. RE
8. Business Studies
9. Media
10. PE
11. Music
12. Drama
13. Design and Technology
14. Food Technology
15. Computer Science

The PPEs are designed to help students and teachers identify areas of strength and set targets in each subject to aid progress. The process is also invaluable in helping the Year 11's to understand the procedure of finding where they are to sit, knowing their candidate numbers and having the right equipment to help ensure a smooth process for the GCSEs next Summer. Students will collect their results during tutor time on Friday 17th January where we will run a PPE results day in the Main Hall.

On the morning of an exam, students are to arrive in school at the latest by 8.40am and are to proceed to their fire drill positions on the playground for registration with their tutors. For afternoon exams, students should be on the playground and lined up by 12.50pm. An early lunch at 12.20pm will be given to accommodate this. The afternoon exams are all due to finish by 3pm and whilst every effort will be made to finish at this time, parents and students should be aware that these could overrun and should plan ahead with regards to transport home. This is especially important for students who qualify for

extra time. It is important that any absence or unexpected lateness is reported to the school as early as possible to avoid any delays to the start of an exam.

Students are advised that no valuables should be left in any bag outside of the exam room. They must also ensure that they bring all the equipment they need for their exam. Pupils are not allowed to be in possession of their mobiles or other electronic equipment whilst taking their exam, and are not to leave the site between the hours of the school day. A copy of the exam board rules will be issued with the timetables and we would urge parents to discuss these with their children prior to the exams. The normal uniform rules will apply throughout this process.

If you have any questions please do not hesitate to contact your child's tutor.

Kind regards,

Karen Thornton

Assistant Headteacher



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