



Ref: MC/RJW

20th October 2015

Dear Parent/Carer,

Re: Year 11 Pre- Public Examinations (PPEs)

I am writing to inform you that as your son/daughter will be sitting external GCSE/BTEC examinations during this school year, they will also be required to sit Pre-Public Examinations (PPEs) in the subjects they study.

These Pre-Public Examinations will provide excellent preparation for the external examinations later in the year. They will also give the pupils and their teachers valuable information about their current levels of performance, the pupils' strengths and those areas that they still need to develop in order for them to fulfil their potential in the summer. In addition, the results of the PPEs may be shared with external bodies such as exam boards and colleges. Therefore I wanted to ensure that you have clear information to support and help your son/daughter in preparing for these examinations.

The first PPEs will occur in English and Mathematics on the dates below:

Tuesday 24th November	9.00am to 11.00am	English
	1.00pm to 3.00pm	Maths Paper 1
Wednesday 25th November	9.00am to 11.00am	Maths Paper 2

However, if your son/daughter is sitting their actual IGCSE in English on November 4th 2015 then they will be exempt from sitting the English Pre-Public Examination highlighted above.

The school is open as usual and pupils are expected to arrive and attend school as they normally would in full complete uniform. When they are not in a Pre-Public Examination they will revert to their normal day to day timetable.

All pupils will be issued with a personalised PPE Timetable indicating the time, duration and location of their examinations and in addition will receive information regarding examination conduct and regulations. It is important that with your help, each pupil reviews their individual timetable and the regulations. Once pupils have received their timetable they will receive revision guidance for each subject from their subject teachers which will tell them how and what they should revise in preparation. There are a number of excellent online resources pupils can access to supplement their revision, notably BBC Bite-size and My Maths. In addition, Form Tutors will also be supporting pupils by assisting them in preparing a revision timetable.

Pupils need to treat the PPEs very seriously. They should approach their PPEs with the same level of determination as their external GCSE/BTEC examinations later in the year. If they have not already started, it is time they started revising now. With five weeks to go until the start of the first PPE week it is vital that all pupils should be preparing thoroughly, not only in the evenings but during the October holidays and weekends. Our recommendation is that pupils should be investing at least 2 hours of revision each evening and additional time at the weekend. We also ask for your support in limiting distractions that could interfere with the quality and quantity of revision such as mobile phones, TV, Playstations etc. All of these can have a detrimental influence and cause unnecessary distractions in preparing for examinations.

If pupils do not invest sufficient effort into their preparation and as a result perform poorly, they will be expected to re-sit their PPEs in afterschool sessions during December. In some cases we may invite parents/carers into school to discuss the reasons behind poor performance so we can work together to see a noticeable improvement in the 2nd round of PPEs in February. If pupils are absent for any of the PPEs, they will be expected to complete any missed examinations when they return to school.

Your son/daughter will receive their results at a special assembly in December. At that assembly, pupils will collect their results, which will be given to them in a sealed envelope in the same way that they will receive their GCSE/BTEC results in August. There will also be awards/prizes for the top 5 pupils who perform the best compared to their GCSE target grades.

I would also like to highlight below some key dates for other PPEs later in the school year.

PPE Week (All subjects except Maths and English) Week commencing 8th February

2nd PPEs in English and Maths

Week commencing 29th February

I wish your child every success with their Pre-Public Examinations and we are grateful for your continuing support to help them achieve their potential. If you have any further enquires please do not hesitate to contact your son/daughter's Form Tutor who will be able to assist you.

Yours sincerely

Michael Connelly
Assistant Headteacher