



# Wigston Academy

Station Road, Wigston, Leicester. LE18 2DT | Company Number: 07975551  
Tel: 0116 2881228 | Fax: 0116 2880854 | Email: [admin@wigstonacademy.org](mailto:admin@wigstonacademy.org)  
Web: [www.wigstonacademy.org](http://www.wigstonacademy.org) | Headteacher: Mr M Wilson

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Dear Parents and Carers of Year 11 Students,

The Summer Term is always a busy one for students, parents or carers and teachers as we get ready for the forthcoming examinations. We recognise that this can be a potentially stressful time for some of our students (and parents!), particularly this year, and we will be working hard trying to ensure that your son/daughter is supported through what can be a challenging process.

This letter aims to clarify the arrangements which have been put into place to ensure the remainder of the Summer Term runs as smoothly and as efficiently as possible for you as parents or carers and for your son/daughter.

## Examinations

Students have been given their exam timetables which tell them when their exams are and where they will be sitting. These will also be available on noticeboards for your son/daughter so that they can double check for each exam:

- There are two exam sessions each day: **AM exams start at 9.00am** and **PM exams start at 1.30pm**
- Students should be in school uniform whenever they are in school for lessons and examinations.
- Some afternoon exams finish before the normal end of school time: on these occasions' students will be allowed to leave early after they have completed their exam.

Year 11 students should continue to attend school as normal following their usual timetable, including registration, until *Friday 17<sup>th</sup> June*. If they have lessons where they have already completed the course and/or the exams, they will be allowed to revise for their other subjects in these periods.

## After the 17<sup>th</sup> June

- Students must sign in at College reception each day to ensure we are aware of who is attending that day and registers will be taken in revision lessons and rooms, as Year 11 students are not required to attend tutor time or registration after this date. We will continue to monitor attendance to revision sessions and contact home where we are concerned about not having seen students.
- If a student has already completed all of the exams for a timetabled subject then a staffed revision room will be available for students to use if they have a gap before another revision lesson (or exam).
- If students are not in the revision room and do not have another lesson or exam that day, they must sign out at College reception if they are revising at home.
- Students are always welcome to come in and use the revision facilities (rather than revise at home) even if they do not have a lesson or exam.

On the day that your son/daughter has completed their final exam, they will be 'signed off' and not expected to attend the Academy after that date. Students should also return any textbooks or other resources once they have sat their last exam.

## School Bus

If your son or daughter catches the school bus home, they need to check the finish time of the exams as some exams will finish after the school bus has left and therefore they will have to make alternative arrangements to get home.

## COVID

We sincerely hope that all of our students are well enough to attend all of their exams as this is the best way for them to gain the grades that they need. The guidance below follows the release of the latest guidance from JCQ (Joint Council for Qualifications) about the exams this summer. There are **no** specific considerations for COVID and schools are being asked to apply the usual procedures for students who are unwell during examinations. There is also **no** consideration applied to candidates solely because they have suffered significant learning loss during their study due to COVID, either due to their own absence or their teachers.

### COVID procedure:

- Students who are unwell, and have a high temperature, are advised not to attend exams until they feel better and no longer have a temperature.
- Students are not to take a COVID test unless advised by a medical professional. If they do test positive they should not attend exams for 3 days if they're 18 or under, or 5 days if they're 19 or over.

**Please note:** In all of these situations we will need to be informed so that we can apply for these special considerations **and** any absence due to illness (COVID or otherwise) will need to be supported by evidence and signed documentation. So students who are absent for any exam will have to complete an official form for the JCQ, on which they self-authenticate as to their illness and sign to say they're not committing exam malpractice. They do not need to present any medical evidence.

It is also important to note that if a student is absent from all of the examinations and/or course work in a subject they will not be able to attain a grade. A minimum of 25% of the exams must be taken.

We continue to wait any further clarification and advice from JCQ and will contact you if anything changes. However, if you have any questions or queries please contact us.

**The Year 11 Prom** is on Thursday 30<sup>th</sup> June at the Hilton Hotel, Meridian. The evening starts at 7pm and finishes at 10.45pm.

**Sixth Form Induction** – Students holding an offer for Wigston College Sixth Form should attend the Sixth Form Induction on Thursday 30<sup>th</sup> June. A letter providing further details regarding the arrangements will be issued later this term.

**GCSE examination results** will be available to collect from the College on Thursday 25<sup>th</sup> August from 9.00 – 11.00am. If your son/daughter is joining Wigston College Sixth Form, they will have an interview with a member of staff that morning to confirm their option choices and timetables.

If you or your son/daughter have any questions or concerns about how the remainder of the year is to be organised, please do not hesitate to talk to us – whether in person or via the usual means of communication. It is really important that students feel 'exam ready' and so we hope that revision and preparation becomes a priority for them, if it's not already!

Finally, it remains for me to wish the students the very best of luck in the examinations this summer and to say thank you as parents/carers for the support you continue to give to your son/daughter in ensuring they achieve every success in their studies.

Yours faithfully,



Mike Wilson

**Headteacher**

**Wigston Academy**

**Wigston College**