



# Guru Nanak Sikh Academy

Aspire ~ Acquire ~ Achieve

Founder: Sant Baba Amar Singh Ji

Chief Executive Officer: Mr Jaskamal S. Sidhu

9th June 2023

Dear Parent/Student

## **RE: Year 12 Mock Examinations Study Leave from 19th June to 30th June 2023**

I am writing to inform you about the arrangements for the Year 12 Mock examinations. Exams will run from Monday 19th June to Friday 30th June 2023.

Students will be granted study leave throughout this period and will not be required to be in school except at their scheduled examination times. The examinations will be held in the Sports Hall. Those students who receive additional support, will be informed of their rooming prior to their examination day.

The morning exam start times are 8:10am or 10:30am and the afternoon exam start time is 1:20pm. Students are expected to **arrive in school 30 minutes before the exam starts** and assemble in the Sixth Form Common Room. Students have been given their personal exam timetable.

**Students will be escorted to the Sports Hall at least 10 minutes prior to the exam start time** to ensure students are seated and start the exam at the designated time.

**All students must ensure they sign in at reception on arrival and sign out on leaving school by swiping their ID Card.**

I would like to take this opportunity to encourage students to do all that they can to work hard and persevere towards their goals. Regular completion of textbook questions, attempting past exam papers and self-marking from the mark schemes are excellent steps in order to identify problematic areas, make corrections and see rapid academic progress. Teaching staff will support any students needing additional help.

**BTEC Science Students ONLY** - are required to attend all their timetabled BTEC Science lessons. Students must ensure they sign in and sign out on entering and leaving the building.

If you have any concerns regarding these arrangements, or require further clarification, please do not hesitate to contact me via the school office.

Yours faithfully

Mrs C Wilson  
Assistant Principal - Post 16