



5th March 2024
JOs/SSn

Dear Parents/Carers,

Re: International Baccalaureate & BTEC Exams – Spring/Summer 2024

The examination series for Years 12 and 13 is set to commence from week commencing Monday 22nd April 2024.

Attached is a copy of the full examination timetable. Students will also be given a personalised timetable with the examinations they are completing.

All examinations will be taken in a designated examination room under examination conditions. Students who have specific access arrangements will take their examinations in separate rooms as necessary. When students are not completing examinations, they will attend lessons as normal.

You can help your child to prepare for these examinations by:

- Discussing with them about the examinations and the work they need to do to prepare for them
- Making sure they complete any revision tasks set by the teacher
- Making sure they know which examinations they have on which days and displaying the timetable at home
- Helping them to learn by testing at home on work covered in lessons
- Providing a quiet place for them to work in the period leading up to the examinations

As part of the latest 2023/2024 regulations, the following equipment **MUST NOT** be brought into the examination room:

Electronic equipment such as mobile phones or any device that allows communication
Wearable technology and all types of watches. This includes but is not limited to, smart watches, smart glasses and wireless headphones
Books or guides
Rough papers or notes



Attached is the JCQ Information for Candidates guide, as well as a selection of IB material that will prepare students for their upcoming examinations.

We recognise how stressful an examination series can be for our students, and offer an extensive range of support measures before, during and after the exam series. If you have any queries about the arrangements for the examinations or would like further details, please contact Mr Osmond via email: jake.osmond@themallingschool.kent.sch.uk.

Yours sincerely,



Mr J Osmond
Deputy MIS Manager

