



Kingsmead School

JMAT A PARTNER ACADEMY IN JOHN TAYLOR MAT
Headteacher: Mrs M Mincher, Bsc, NPQH

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Letter ref: Y12TE2/25
18th March 2025

YEAR 12 – APRIL/MAY TRIAL EXAMINATION ARRANGEMENTS

Dear Parent/Carer,

This letter is to inform you of the arrangements for the upcoming trial examination season, which will commence from Wednesday, 30th April and will run until Friday, 2nd April.

Exam Arrangements

As with the February trial exams, **students will sit the mock exams under formal examination conditions, in the school's designated examination venues.**

Conducting the trial exams in the school's designated venues and under examination conditions is an important part of our strategy for preparing the students for their exams. We have taken this decision because we want the students to have the opportunity to familiarise themselves with the organisation of the exams in school and the regulations governing their conduct.

Most students will sit one or more exams during the three days. The first exam session each day will start at 8:30am. Where a second exam is scheduled, this will start from 1:30pm.

If they have a morning exam, students should go straight to the exam venue specified on their individual timetable, as soon as they arrive at school. Once students have finished their morning exam, they will return to their timetabled lessons in the main school building. Students will still be able to access the Sixth Form Study Centre and Glasshouse during the breaks between the exam sessions and study periods.

An outline of the mock exam season schedule is included below. Individual exam timetables will be issued to students early in January. Once published in the new year, you will also find these details in the Exam Timetables section of the MCAS app.

Wednesday, 30 th April		Thursday, 1 st May		Friday, 2 nd May	
AM	PM	AM	PM	AM	PM
Block E subject trial exams	Block A subject trial exams	Block B subject trial exams	Block D subject trial exams	<i>Students attend their timetabled lessons</i>	Block C subject trial exams

Not all subjects have a scheduled mock exam and the students in these lessons will continue to work towards the completion of their coursework assignments.

Expectations of Students

Even though students will be sitting their exams during the week, Kingsmead School's expectations remain the same:

- **Students must wear smart office wear at all times during the mock exam season.**
- **Students should still arrive at school for no later than 8:20am – this is so they can arrive at their exam venue in good time and can make an orderly start.**
- **Students should go to the toilet before each exam and they should allow time in their journeys and preparation to do this.**
- **Students must bring all of the equipment they will need to each exam – you can find more information in the school's Student Guide to Exams, which is available [here](#).**
- **Students should also familiarise themselves with the JCQ Information for Candidates documents – which are available [here](#).**
- After they have been dismissed from their exam, **students will be expected to return to their timetabled lessons.**

How You can Help - The Importance of Independent Revision

It is important that your child continues to revise independently at home throughout their post-16 studies. As parents, you have an important role to play in encouraging and supporting them as they do this.

Students should use revision lists from their teachers to support preparation for the examinations along with all resources and notes they have made since the start of the academic year where applicable.

For questions about the mock exam arrangements, please contact Miss. Harding (examqueries@kingsmeadschool.net). If you have any subject specific questions, please contact the class teacher. For general queries, please contact the Sixth Form team.

Yours faithfully,



Mrs. G. Horsfield
Director of Sixth Form



Miss. N. Harding
Examination Officer