



3 January 2024

Dear Parents and Carers

## **ENTRY FOR GCSE PUBLIC EXAMINATIONS – CLASS OF 2024**

With the approach of public examinations, your child has now reached a very important stage and will be issued with their exam Statements of Entry via their Form Tutor this week.

It is important to check that your child has been entered for all the examinations they are expecting to take and at the correct level (where applicable). This exam Statement of Entry is a check of subjects, not papers or components. (However, if your child is taking a BTEC qualification, both internally and externally assessed components for the summer exam session will be listed). Personal details must be checked carefully to ensure that certificates are printed with the correct details. Your child's entries may be discussed at Parents' Evening on **Thursday 4 January**. If you have any queries please list them anywhere on the Statement of Entry and ensure you note an email address so that I can respond. Please sign and return one copy by **Friday 26 January**, and keep the second copy for your records. Students who do not return their forms may be charged for any subsequent amendments to either subject entries or tiers, or errors in personal details for certification.

The school pays approximately £45.00 to the examination boards for each subject for which a student is entered. Once examination entries have been agreed, the school reserves the right to charge parents the full entry fee should the student fail to complete any internal assessments or attend an examination without good reason. Your continued support in giving your child every encouragement to aim high is essential in the forthcoming examinations. All internal assessment deadlines must be met and a careful revision programme followed. If you have any questions or concerns about the preparation for examinations, please do not hesitate to contact the Year Head or discuss the issues at Parents' Evening.

A booklet entitled a 'A Useful Guide to the GCSE Exam Process for the Class of 2024' can be found on the school's website under Student Experience / Exams / GCSE and Exam Information. It is aimed at both students and parents/carers and includes essential information about the forthcoming exams. **All students should read this booklet and make themselves aware of the JCQ exam documents:** <https://www.sohamvc.org/exams-guidesandotherinfo>

The awarding bodies have designated Wednesday 26 June 2024 as the 'contingency day' for examinations. The afternoons of Thursday 6 and Thursday 13 June have been designated as 'contingency afternoons'. Students must remain available to sit an exam on these days should an awarding body need to invoke its contingency plan. Therefore, any summer holidays should be planned to begin after 26 June 2024.

On Thursday 22 August 2024 students will be invited in to receive their provisional GCSE results. Once results are confirmed, exam boards will produce certificates and send these to schools; these will be available for collection from reception for up to one year from the end of November 2024. Please make a note of this date and make every effort to collect certificates as these are regularly required by colleges, universities and future employers.

Yours sincerely

Mrs N Botcher  
**Examinations Officer**



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**Other schools in our Trust:**  
Kennett Primary School  
The Shade Primary School  
The Weatheralls Primary School

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