



6 January 2025

Dear Parents and Carers

Exam Entries for the Class of 2025

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 exams they are expecting to take and at the correct level (where applicable). The Statement of Entry is a check of exam subjects, not papers or components. (However, if your child is taking a BTEC qualification or Enterprise and Marketing, 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. 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 to you. **Please sign and return one copy by Friday 24 January**, and keep the second copy and this letter for your records. Students who do not return their statement of entry may be charged for any subsequent amendments to either subject entries or tiers, or errors in personal details for certification.

Your continued support in giving your child every encouragement to aim high is essential for the forthcoming examinations. Students should meet all internal assessment deadlines and follow a careful revision programme. If you have any questions or concerns about your child's exam entries or their preparation for the exams, please do not hesitate to contact the Year Head or discuss any issues at Parents' Evening. The school will pay approximately £50.00 to the awarding bodies 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.

A booklet entitled **The A-Z Guide to Exams: Class of 2025** can be found on the Soham Village College website here: [Soham Village College - GCSE and Exam Information](#). It is aimed at both students and parents/carers and includes essential information about the forthcoming exams, as well as a list of **JCQ (Joint Council for Qualifications) Information for Candidates documents** which students **must** make themselves familiar with. These documents can also be found in the same section of the school's website as above.

The awarding bodies have designated Wednesday 25 June 2025 as the 'contingency day' for examinations and the afternoon of Thursday 11 June has been designated as 'contingency afternoon'. Students must remain available to sit an exam on these days should an awarding body need to invoke its contingency plan. Therefore, please ensure that any summer holidays are planned to begin after 25 June 2025.

On Thursday 21 August 2025 students will be invited into school to collect their provisional GCSE results. Once results are confirmed, exam boards will issue exam certificates; these will be available for collection from Lodeside Reception for up to one year from the end of November 2025. The exact date will be communicated with students' exam results. Please make every effort to collect certificates as these are regularly required by colleges, universities and future employers.

Please don't hesitate to get in touch should you require any further information.

Yours sincerely

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Exams Officer

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