



Dronfield Henry Fanshawe School

Green Lane, Dronfield, Derbyshire, S18 2FZ

Tel: 01246 412372 Fax: 01246 412885

admin@dhfs.uk

www.dhfs.uk

Twitter: @DHFSupdate

Success with Care

Headteacher: Mr M. J. Cooper

Ref: SGI

September 2022

Dear Parent/Carer and Students

I write to explain the process for written examinations for the academic year 2022-2023.

- **The A Level, L3 Vocational BTEC and GCSE examination sessions are as follows:**

October – November	GCSE English Language and Maths resit examinations University Entrance examinations (Y13 only)
21 st November to 2 nd December	Y11 Written Trial Examinations
12 th and 13 th December	Y11 Art Trial Examinations
January 2023 and February 2023	Y12 and Y13 Trial Examinations Cambridge National Examinations BTEC Examinations
16 th and 17 th February	Y11 English and Maths Trial Examinations
May / June 2022	AS, A Level and GCSE Examinations Y10 Trial Examinations

Controlled assessments / practical assessments for specific GCSEs, AS and A Levels, L3 Vocational and BTEC courses will run throughout the year. Curriculum Leaders and subject teachers will provide details to students in their lessons.

May I draw your attention to a change in the examination boards' timetables. Due to the events of the Manchester attacks and the Grenfell Tower disaster, the awarding bodies have put in place a contingency date should sustained national or local disruption arise during the summer 2023 examination series. The provisional dates for the contingency days this year are the 8th June and the 28th June. Parents are asked to ensure that all students are available up to and including the 28th June 2023. Summer 2023 written examinations will provisionally start on the 15th May 2023. The exam dates are only provisional at the moment and will be confirmed at a later date.

• Exam Protocol (Examination Rules and Regulations)

Digital copies of information regarding examination protocol have been emailed to your child, it is essential that all students familiarise themselves with the examination rubric. We would ask that you discuss with your child the importance of adhering to these requirements as failure to do so may result in disqualification. Copies of these documents are available on the exam section of the school website.



- **Unauthorised Materials Policy**

The school's Examination Unauthorised Materials Policy can be found on the school website. Mobile phones, watches of any kind, MP3/4 Players, or any potential technological/web enabled sources of information must not be in their possession in an examination room. This is an examination board regulation as well as the school policy and if ignored could result in disqualification. Please note that the school does not accept responsibility for any such items brought on site at any time.

- **Examination Timetables**

Your child will receive a Candidate Statement of Entry detailing examination dates and times before each examination session. Please ensure they read this carefully and inform us of any anomalies. A copy of all the examination boards used can be found on the exams section of our school website along with all our examination timetables.

- **Absence during Examinations**

The school's policy on absence from examinations clearly states that failure to attend for an external examination without a medical certificate will result in payment of entry fees by the parent/carer.

- **Holiday Requests**

I would like to take this opportunity to remind all parents that holiday requests will not be granted unless there are exceptional circumstances and then only at the Headteacher's discretion.

Our website contains lots of useful examination information, [Dronfield Henry Fanshawe School - Exam Information \(dhfs.uk\)](http://Dronfield Henry Fanshawe School - Exam Information (dhfs.uk)). Enclosed is the booklet "Examinations Information Guide for Parents, Carers and Pupils", which is full of useful examination information.

Yours sincerely



Mrs S E Gill
Examinations Manager
sgill@dhfs.uk