



Pensby High School

Irby Road, Heswall, Wirral.
CH61 6XN

T 0151 342 0570

F 0151 342 0571

E schooloffice@psf.wirral.sch.uk

www.pensbyhighschool.com

Headteacher: Mr K Flanagan

4 May 2017

Dear Parent/Carers

Year 10 Summer Examinations

As you are aware your daughter/son will be sitting internal examinations on Monday 5 June until Thursday 17 June 2017. These examinations will be based on GCSE papers similar to what the students will be taking in twelve months' time.

It is important that your daughter/son treats these examinations very seriously and invests the requisite time and effort in preparing and focusing for these examinations. I would appreciate your support in reminding your daughter/son of this.

To assist the students in the year group with preparation for the examinations they have all been provided with an examination revision planner, which they should use to map out when they will be doing their revision and in which subject. There is also information and a timetable of their examinations below.

I wish your daughter/son the best of luck in these forthcoming examinations.

Yours sincerely

Mr J Rice
Assistant Headteacher, Head of KS4

Year 10 Examinations Arrangements.

1. The Year 10 internal examinations will be held in the main school gym for the period Monday 5th June – Thursday 15th June. There will, however, be certain examinations that will take place in other locations - please see the examination timetable for this (e.g. art, music etc.).
2. Emma Price has organised the Access Arrangements for those students who this is required for. The examinations for these students will take place in Darren Hogg's room (Room 7) – opposite the PE area in the main school. Students who have access arrangements are aware of this and will line up outside Room 7 ready for their examinations.
3. Heads of Department must ensure that all Examination Question papers and relevant support materials are given to Caroline Fildes at least 48 hours before their examination takes place.
4. Heads of Department need to organise a named person from their Department to oversee the start of the examination and to give the students instructions etc. and ensure all appropriate materials are available for the examination.
5. The supervision for these internal examinations will be carried out by staff who either
 - a. Should be teaching Year 10 at the time of the examination (N.B. this is not possible in all cases).
 - b. In the week beginning Monday 12 June 2017 staff who are not teaching may be asked to supervise some of the examinations (see the proposed schedule at the end of this document). Thanks in advance to staff who assist in this way – it is much appreciated.
6. Prior to examinations the following arrangements will take place:
 - a. Exams that take place during periods 1 and 2 – students will register in their form groups and be brought to the drama studio at 8.50am. They will be taken from the drama studio in row order ready to start at 9.00 am.
 - b. Exams that take place during periods 3 and 4 – students will assemble in the dining hall at 11.20 am They will be taken from the dining hall in row order ready to start at 11.30 am.
7. These Year 10 examinations are very important. When scripts are marked staff need to identify with their subject leader immediately where any students who have made insufficient effort. The Subject Leader will then inform Mr Rice who will take appropriate action.
8. All students should have received an examination timetable via the Form Wallets – please ensure they have received this information.

TIMETABLE and INVIGILATION ARRANGEMENTS - YEAR 10 MOCK EXAMINATIONS

Monday 5 June – Thursday 15 June

Week A	P1	P2	P3	P4	P5
Monday 5	Maths – 1hr 30 mins 4 in gym, 2 in B7		English Language - 1 hr 45 mins 4 in gym, 2 in B7		
Tuesday 6	Geography – 1 hr 15 mins 4 in gym, 1 in B7		Biology – 1hr 45 / Core Science 1 hr 10 mins 4 in gym, 2 in B7		
Wednesday 7	English Lit. 1 - 45 mins 4 in gym, 2 in B7		Chemistry - 1 hr 45 / Core Science 1 hr 10 mins 4 in gym, 2 in B7		
Thursday 8	Spanish F and H Reading - 1 hr Spanish Listening - 45mins 1 in gym, 1 in B7 – Spanish teachers – their lessons will need cover		Drama 1hr 2 in gym 1 in B7	SCHOOL FINISHES at 1pm	
Friday 9	CPLD & Music in B5 & Media Studies - ALL = 1hr 2 in gym, 1 in B7		Physics – 1 hr 45 / Core Science 1 hr 10 mins 4 in gym, 2 in B7		
Week B					
Monday 12	RE - 1 hr 45 mins 4 in gym, 2 in B7		Psychology 1 hr 10 mins & Spanish Writing 1 hr 15 mins 2 in gym 1 in B7		
Tuesday 13	Art / Art3D / Art Textiles Art / Art3D / Art Textiles Art DT teachers – their lessons will need cover		Art / Art3D / Art Textiles Art / Art3D / Art Textiles Art DT teachers – their lessons will need cover		Art / Art3D / Art Textiles Art DT teachers – their lesson will need cover
Wednesday 14	English Lit. 2 - 45 mins 4 in gym, 2 in B7		History - 1 hr 45 mins		
Thursday 15	Spanish Speaking ALL DAY Spanish teachers – their lessons will need cover		Spanish Speaking ALL DAY Spanish teachers – their lessons will need cover		Spanish Speaking Spanish teachers – their lesson will need cover
Friday 16	Spanish Speaking 1 Spanish teacher – their lessons will need cover		Spanish Speaking P3 1 Spanish teacher – their lesson will need cover		
	Involves the whole cohort – Year 10 teaching staff of that period all to cover.		Covered by staff who are not teaching.		Needs cover to be organised by Sue Chavasse