

Alderbrook School

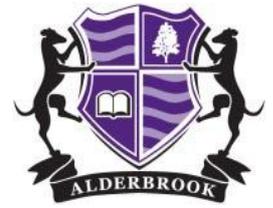
Blossomfield Road
Solihull
West Midlands
B91 1SN

Tel: 0121 704 2146

Email: office@alderbrook.solihull.sch.uk

Web: www.alderbrookschoo.co.uk

Company registered England & Wales no. 07687619



REK/MAC

11 December 2020

Dear Parent/Carer

Year 11 mock examinations for self-isolating students

Mock examinations for Year 11 are due to take place for the fortnight commencing **4 January 2021**. Students will be spending time revising for these examinations using the methods they have been taught to re-learn course content. Having a revision timetable is a good idea, giving themselves enough time to prepare thoroughly but also to rest well over the break. It is pleasing to see so many Year 11 students making use of the after school revision programme.

<https://www.alderbrookschoo.co.uk/wp-content/uploads/2020/11/Study-support-Timetable-autumn-2020.pdf>

We are making contingency plans ahead of the mock exams for any students who may be bound legally to self-isolate during the exams, but are not ill themselves.

As this is such an important year for your child, we also appreciate your support as we encourage Year 11's to behave very sensibly over Christmas, follow guidelines and maintaining social distancing where needed to minimise disruption for them in January.

If any students do find themselves in the unfortunate position of having to isolate, they will be required to access the exam paper at the time of the exam via Microsoft Teams provided they are not ill. A senior member of staff will be registering and supervising the session, and we are therefore asking students and parents/carers to arrange for the exams to be taken in exam conditions. All sessions will be recorded, and students in this instance, are asked to keep their cameras on for the duration of the exam. This means they may be able to see each other but should be mindful of examination expectations and behaviours. It is vital that they have read the Updated Learner Agreement for Remote Learning which was sent to parents/carers on 8 December 2020, and which I attach here for your convenience.

<https://www.alderbrookschoo.co.uk/wp-content/uploads/2020/12/Updated-remote-learning-agreement-Parents-and-Carers.pdf>

Further details of how to access the exam paper, use Microsoft Teams and submit the paper following the exam can be found with this letter. We are relying on students following the guidance and completing their exams under the same conditions as if they were in school. Of



Alderbrook School
& Sixth Form

AMBITION | BRAVERY | KINDNESS

course, it is important to remember that the mock examination is just one part of the continuous assessment that teachers are making of students and we do not want any students to be unduly anxious should they find themselves in this situation.

Whilst we have been gathering information about students who can and can't access Teams from home, we will need to know before we break up for Christmas (contact itsupport@alderbrook.solihull.sch.uk), if your child would not be able to:

- Use their phone to download an app and upload work to school.
- Use Teams with a camera on themselves during an exam.

Clearly this is not a perfect solution, however, it will mean that most students will be sitting the mock paper at the same time, meaning that teachers can go through the papers with them altogether in class afterwards and teaching can continue.

It will be a good idea for your child to read the guidance document to make sure that they are prepared should they need to complete these actions at short notice. Students can also have a practice run so they can make sure they understand how the process will work. We will provide this via a Teams invitation within the next few days should students prefer to try this in advance.

Whilst we will endeavour to set this up for all students who are isolating, if we do have a large number of students at short notice, or students informing us on the day, we may not be able to facilitate this fully.

Please note that afternoon exams will be invigilated at 2.00 p.m. whereas students in school will start this exam at 1.40 p.m. Students with Access Arrangements including readers, extra time, rest breaks (including medical) and laptops, will be contacted separately about these arrangements.

We hope that this contingency plan is of some reassurance to students at this difficult time. Thank you for your continued support.

Yours faithfully,



Ms K. Read
Deputy Head