



**HEADTEACHER**  
Mr G Pendlebury  
**DEPUTY HEADTEACHER**  
Mr N Maguire

29th April 2026

Dear parents / carers,

I am writing with important information about this year's examinations. A copy of the letter will be available on the school website under Examinations Information.

### **Process to date**

Students have been informed of the marks proposed for any internally assessed components in most of their subjects. The deadlines for requesting internal reviews of these marks were sent originally in a [Letter-re-centre-assessed-marks-2025-6-1.pdf](#). A copy is on the website. These marks are now being / will now be submitted to the exam boards for external moderation. This moderation process ensures that our marking is in line with national standards. It is important to note that the marks submitted to the awarding bodies are subject to possible change and should be considered as provisional.

The grades attained by students during any mock examinations will not form part of grading in subjects and we have not been asked to submit these marks to the awarding bodies. Nevertheless, these practice examinations have been an excellent opportunity for students to assess their progress, as well as getting used to the formalities of sitting examinations. We were impressed with students' positive attitude. Staff are continuing to work hard to make sure that everyone is well prepared for the forthcoming examinations.

Students have received their final examination timetable. Please ask them to check this carefully for examination clashes. If there is a clash, and your child has not yet received an email about this, it is their responsibility to inform us through [exams@gms.bucks.sch.uk](mailto:exams@gms.bucks.sch.uk) as soon as possible. If an examination is timetabled to finish after 2.45 pm, it could mean that students will miss the school bus by the time they finally leave the building, so please be prepared to make alternative arrangements for them to get home on those dates.

### **Joint Council for Qualifications (JCQ) documents**

JCQ provides essential information for candidates. This has been sent to you already before both the Y10 and Y11 mock examinations. You can find it on the website under Examinations Information – Information for Candidates and Parents / Carers. As before, we ask for your support in reading through the information carefully with your child.

- [Written Examinations](#)
- [On-screen tests](#) (only relevant for GCSE Computer Science)
- [AI & assessments](#)
- [Using social media and examinations / assessments](#)
- [Warning to candidates](#)
- [Unauthorised items](#)
- [On your exam day](#)
- [Suspected Malpractice: Policies and Procedures](#)
- [Information for candidates: animated video](#) (dated last year but still the same)

In addition, a reminder that:

- students must be in the canteen or outside G Block at least 15 minutes before the start of an exam
- all equipment (including spares) must be brought to each exam: black pen, pencil, rubber, highlighter, ruler, protractor, compass, scientific calculator
- pens must be black and non-erasable
- calculators must be a type permitted in examinations (see the JCQ website or speak to the Head of Maths, Mrs Guy, if unsure)
- we do not lend equipment to students who forget something
- pencil cases and water bottles must be non-coloured and transparent with no writing / labels / patterns
- anything else taken into the exam must not have writing / labels (for example, label removed from lip salve). The exception is medical equipment with a medical label (for example, an inhaler) which must be kept under the student desk during an exam.
- we have plenty of tissues to hand out, but students should not take their own into an exam. They can be asked for before an exam starts (for example, if a student has hayfever) or at any time during an exam.

### **Toilet Policy during examinations**

Our [Toilet Policy](#) is to enable all students to have the chance to perform to the best of their ability during examinations. Students are well aware of the policy and have followed it throughout both their Y10 and Y11 mock examinations. We would ask you to read through it with them as a reminder.

### **Special Consideration**

Candidates are eligible for special consideration if they have “been fully prepared for assessments and covered the entire course but their ability to demonstrate their subject knowledge and understanding is materially affected by adverse circumstances beyond their control **at the time of the assessment**”.

There are two possibilities. The candidate is:

- **present** for an examination but is disadvantaged.
- **absent** from a timetabled component / unit in the summer examination series for an acceptable reason. There are minimum requirements for enhanced grading in this case.

JCQ outlines full details of the special consideration process in its [guidance](#). If you feel that your child may be eligible for special consideration for a particular examination, they must complete this [MS Form](#) **immediately before, or on the day of, the examination**. This must be done from a GMS student email account.

Mrs Smith, our Examinations Officer, will apply for special consideration on behalf of a student, should the stringent JCQ criteria be met, when the relevant MS Form has been completed. After all of the examinations are finished, she will inform the student if any application has been submitted.

## Key dates

Mon 27 – Thurs 30 April Tues 5 May	Language Orals
Fri 1 May	Leavers' Morning: 8.35 – 11 am, then students are off site
Tue 5 – Fri 8 May	Students must attend all lessons as normal <i>unless they are taking an exam.</i>
Mon 11 May	Study leave starts. Attendance at lessons is encouraged but is no longer mandatory. All timetabled lessons will run as normal.
Mon 1 June	The only lessons still provided are those where exams are still to take place – attendance at these lessons is encouraged but is not mandatory.
Wed 24 June	Examinations Contingency Day. <b>All students must be available on this date in case an exam is rescheduled.</b>
Mon 22 – Fri 26 June	Taster lessons for Sixth Form courses
Fri 26 June	Prom: Crowne Plaza: 7 – 10.30 pm
Thurs 20 August	Results' Day (more information to follow later) Collection in person: 8 – 10.30 am Emailed to student account: by 10 am latest
Thurs 20 & Fri 21 August	Students returning to GMS for Sixth Form will have a 15-minute enrolment appointment between 9 am and 3.30 pm. Most will be on Results' Day, but some may be on Fri 21.
Thurs 3 September	Start of term for Year 12

It is vital that students are available on the examination contingency date (24<sup>th</sup> June). This date could be used by examination boards if any exam has to be rescheduled. *If an examination is moved and a student is not available, there will be no special consideration given.*

## Graded Music

If your child has achieved a graded music examination at grade 6 or above, or is due to take one before the end of this term, they should bring the certificate to reception for a photocopy to be taken. This enables performance points, equivalent to at least a GCSE grade 7, to be added to the student's points total in the summer. Whilst this does not affect entry into GMS' Sixth Form, it supports our whole school results and may be important as part of a student's points score for entry into a sixth form elsewhere.

I wish all students the best with their revision and encourage them to look after their wellbeing in these challenging few months. Almost there! We are proud of their approach so far and are sure that these exams will allow them to show what they are capable of.

Please contact either Mr Taylor (Director of Learning Y11) ([staylor@gms.bucks.sch.uk](mailto:staylor@gms.bucks.sch.uk)) or Mrs Smith (Exams Officer) ([exams@gms.bucks.sch.uk](mailto:exams@gms.bucks.sch.uk)) if you have any questions.

Kind regards,  
Louise Fletcher  
Assistant Headteacher, Achievement and Academic Data Standards Lead