



Hulme Hall Grammar School

Celebrating the individual since 1928

An independent co-educational school accredited by the Independent Schools Council

January 2019

Dear Parent / Carer

Please find attached a personal examination timetable for your son/daughter. I would ask that you check all the information is correct including their full name, date of birth, tiers of entry etc. It is the responsibility of the student to note the dates and times of their examinations.

External examinations will take place between 13th May and 14th June 2019, though some practicals and orals will be scheduled before these dates. As mentioned on Parents' Evening, candidates must be available up to and including 26th June should any examinations need to be rearranged.

Please read this letter carefully, so that you, and your son/daughter, are familiar with the regulations which will apply. Included with it, is the JCQ Notice to candidates about the conduct required in examinations. They should read the information very carefully.

1. It is the candidate's responsibility to ensure that he/she arrives at the correct examination room at least 15 minutes before the start of the examinations.
 - Morning examinations start at 9.15 am
(candidates should arrive at their examinations room by 9.00am)
 - Afternoon examinations start at 1.30pm
(candidates should arrive at their examinations room by 1.15pm)
 - You will be notified of any exceptions to this.
2. Pupils must attend all examinations wearing the correct school uniform. School reserves the right to refuse admission if students are improperly dressed.
3. Candidates are to stay in the examination room for the whole period of their examination.

Headmaster: Mr D Grierson BA, MA (Econ)
Hulme Hall Grammar School, Beech Avenue, Stockport, SK3 8HA
Phone: 0161 485 3524
Email: secretary@hulmehallschool.org
Hulme Hall Educational Trust (Registered Charity No: 525931)


www.hulmehallschool.org

4. No books, bags or coats of any kind may be brought into the examination room.
5. No mobile phones, i-Pods, MP3/4 players, iWatches are to be brought into the examination room. If your phone rings during an examination, even if not on your person, you will be subject to penalty and possible disqualification by the Examination Board. Please see the school website for further information.
6. Each candidate must provide his/her own pens, pencils, rulers, calculators etc. These must be in a transparent/clear pencil case or plastic bag. **NO** borrowing is allowed during examinations.

Calculators may be used where specified, provided that:

- They are silent.
- They do not have facilities for use as data banks, dictionaries, language translators, symbolic algebraic manipulation, differentiation, integration, or retrieval or manipulation of text.
- They are not capable of communication with each other e.g. Casio 300.

Failure to comply with the above will constitute malpractice.

7. If a candidate is ill, the illness must be reported to the school as early as possible on the morning of the examination and followed up by a medical certificate. The absence will then be taken as genuine and the awarding body notified in line with current JCQ regulations. Otherwise, the candidate will be considered absent without proper cause, and the school will request the fees for the examination from the parents/carers of the pupil.
8. Pupils who have clashing examinations that cannot be sat within the same session, should contact Mr Lamerton. Arrangements will be made to sit one of the examinations in the morning and the other in the afternoon of the same day. They will be kept from contact with other pupils and supervised throughout the whole lunch period and will need to bring a packed lunch.

Certificates gained during these examinations will be awarded at Presentation Evening in November 2019. Alternatively, they can be collected from the school office after this date. Please bear in mind that we are only required to keep certificates for 12 months. Candidates requiring confirmation of results before then, for College or employment purposes, should either use their result slips or contact the school.

A final reminder that your child should now have started their revision and should they require any support in the forthcoming weeks the Enrichment Centre will be open until 5pm Monday to Thursday and 4.15pm on Friday.

Yours faithfully

Mr Lamerton
Examinations Officer & Head of KS4