

Dear Parents and Students

Students studying for their GCSEs and vocational qualifications will be preparing to sit their examinations this summer. We know that there may be instances where students contract the virus during the examination period, as we continue to live with COVID-19.

We want to provide clear guidance to all our students as to what they should do if they feel unwell or receive a positive Covid test result while taking their examinations, and what will happen regarding their results. Wherever possible, the examinations process has been adapted to take account of the possibility that some students may miss some of their examinations, and we will ensure students are not disadvantaged as a result of this. If at any stage you have any questions or concerns, please contact the academy as soon as possible and we will be happy to provide you with further information and reassurance.

Parents must, wherever possible, ensure their children attend their examinations; and students must, wherever possible, attend their examinations. However, there may be exceptional cases where this will not be possible, e.g. a high temperature and feeling unwell on the day of the examination. This year, examinations have been spaced by a minimum of ten days between the first and last examination in any subject. This will significantly reduce the chance of students missing all examinations in a subject because of a temporary illness. It is very unlikely any student would miss all their examinations due to Covid.

In most cases you are required to complete at least one examination, or one component of the assessment method, for each subject to achieve a grade in that subject.

The following link provides a clear and easy to follow guide for parents and students: [Everything you need to know about Covid measures during examinations this summer - The Education Hub \(blog.gov.uk\)](https://www.blog.gov.uk/2020/05/27/everything-you-need-to-know-about-covid-measures-during-examinations-this-summer/)

If you feel unwell and have a temperature, you must NOT come in to sit your examination. If you disclose to a member of staff you are feeling unwell and have a temperature, arrangements will be made for you to leave the academy and you will NOT be able to sit your examination. UK Health Security Agency (UKHSA) guidance advises you to stay at home and avoid contact with others, until you no longer have a high temperature and are well enough to attend your examinations.

If you miss any of your examinations due to a temporary illness, you will be asked to complete a 'Form 14 - JCQ/ME - Self-certification for candidates'. This is a self-certification form to state why you were absent from your examination. You will NOT be required to produce evidence of your illness or the result of a positive Covid test. The academy will check to verify your declaration and submit this on your behalf to the awarding body. National JCQ guidance confirms that following UKHSA guidance is an acceptable reason to miss an examination, and you will be eligible to receive special consideration.

You are not required to undertake a Covid-19 test. However, if you do and you have a positive test, the UKHSA guidance is that you stay at home and avoid contact with others for 3 days (if 18 and under) or 5 days (if 19 or older) after the day you took the test. This includes NOT coming in to sit your examination.

If you do miss any examinations due to a temporary illness, as your examinations have been spaced by at least ten days, you will be able to receive a grade for the subjects you miss based on the other components or examinations you have completed.

We hope you find this information useful and reassuring. Once again, if at any stage you have any questions or concerns, please contact the academy as soon as possible and we will be happy to provide you with further information.

Yours sincerely



Ms P Gill
Principal