



25<sup>th</sup> February 2015

Dear Student and Parents/Carers,

On Parent and Student Insight you will now be able to access your 'Statement of Entry' for the Summer GCSE/A Level examinations. (Please click on Examinations Timetable at the bottom to view this.)

It is very important that you check all the details on your Statement of Entry very carefully. You will need to speak to me or your subject teachers about the syllabus numbers – you should be entered for all the units that you are taking in the Summer and an aggregation code for each subject (this is the code that tells the Exam Board to issue you a GCSE/A Level result as well as unit results). Please also check that the tier of entry is correct.

If there are any inaccuracies please see me in the Exams Office as soon as possible.

The average cost per exam taken is £35, therefore I would ask that Parents/Carers make every effort to ensure students attend all their examinations. Individual timetables will be issued in due course, although a full skeleton timetable is currently available to view on our website. A letter will also be sent home shortly regarding examination rules and regulations for this Summer.

Yours sincerely,

Mrs C Pitt  
Examinations Manager