



EMMANUEL COLLEGE
Emmanuel Schools Foundation

13 February 2024

Dear [RecipientTitle] [RecipientSurname]

Year 9 Examinations

I write to give you notice that the annual Year 9 written examinations will begin week commencing Monday 4 March 2024. Drama exams will take place in lesson, week commencing 26 February 2024. Art exams will take place in lesson, week commencing 11 March 2024.

Examinations will typically take place in the sports hall, unless stated otherwise, to give students the experience of exams in a formal exam setting.

It is important that [StudentForename] is now working hard to achieve their personal best in these examinations. Full attendance during the exams is expected and we ask you not to book any medical or other routine appointments during this period.

As part of students' preparation for their upcoming exams on Friday 16 February, students will receive a special lecture on how to revise and prepare for these assessments.

Further information on revision techniques, including practical and supportive advice for students on what to expect during their exams can be found on our College revision website [here](#) and the curriculum for each subject is available on our website [here](#). We hope this support will allow students to be fully prepared and ensure they are gaining an accurate representation of where they are across the curriculum.

You can view the examination timetable for the Year 9 examinations [here](#).

I would be grateful if you could set aside time to discuss at home the content of the exams and [StudentForename]'s scheduled revision over the coming weeks. It is important for [StudentForename] to take these upcoming exams seriously. On the basis of these examinations and the work undertaken during the course of this academic year, an annual report will be issued on **Thursday 28 March**.

Let me wish [StudentForename] all the best as they prepare for their annual examinations. If they, or yourself, do have subject specific queries then I would ask you to contact [StudentForename]'s teacher in the first instance.

Yours sincerely

Mr J Lloyd
Assistant Vice-Principal (Academic Standards)