



Malbank School and Sixth Form College



Rejoice in being the best that we can be

5th March 2024

Dear Parent/Carer,

We have been very proud of how our Year 11 students have applied themselves this past couple of weeks in their wave 2 exams. This has been a brilliant opportunity for our students to show us what they know, to learn what they need to do next and to prepare for the exam experience in the Summer, with the first exam being around 9 weeks away!

If a student is unable to sit a GCSE exam in the Summer it is important to understand that they cannot be rearranged. Indeed only very special circumstances would be taken into account by exam boards when issuing GCSE grades. Ultimately, if a student does not sit an exam, then they will not be awarded a grade.

As part of the wave 2 exam experience is to help identify any gaps in knowledge and skills, we would like to offer the opportunity to our students to sit any exams that they missed on the 2-week window. It is important that Year 11 students are in all lessons for the final run in to the external exams, therefore we will not use any more timetabled lessons for students to catch up on any missed exams.

If a student would like the opportunity to sit an exam they missed, we will run an exam room from Monday 11th March to Thursday 14th March at 3.20 in the FLS (upstairs in the Boulevard). Therefore, there will be four opportunities to sit a missed exam. If a student missed more than four exams they will need to decide which ones they would like to have a go at in exam conditions and prioritise these.

After the exam period, any missed exams along with the mark schemes will be shared with our students so that they can still use them as a learning experience.

If students do not take up this opportunity, they will not receive a grade for any missed exams – this is what will happen in the external GCSE exams and it is important that this is recognised by our students and yourselves.

If a student would like to sit a missed exam they should complete this form <https://forms.office.com/e/5X1zXJGZ3v> where they will be able to identify which paper they would like to sit and on which day after school. Students will need to submit a form for each exam they wish to sit by the close of school on Friday (8th March) so that we have time to prepare.

Please do visit [Malbank School & Sixth Form College - Year 11 Guides to Success](#) on our website, where you will find guides to support revision in these final weeks before the GCSEs begin.

If you have any questions, please do not hesitate to get in touch with the Key Stage 4 team,

Yours Sincerely,

Janine Edwards
Deputy Headteacher

Louise Ratcliffe
Head of Upper School

Tom Chapman
Year 11 Progress Manager