



# The Neale-Wade Community College

*A Mathematics & Computing Specialist College*

Wimblington Road March Cambs PE15 9PX

Principal: Tim Hitch



Cambridgeshire  
County Council

Thursday 20 May 2010

Dear Parent/Carer

## Year 11 Study Arrangements



Year 11 are now approaching their final examinations, in some cases students may have already completed the course and are using this time for private revision. I would like to take the opportunity clarify the college's position on study arrangements.

- Until half term all students will attend all timetabled lessons unless they are in an examination.
- After the half-term break students will attend lessons for those subjects that still have remaining examinations or completing coursework.
- If students have completed the examinations within the subject they must leave the college campus

All buses will run as normal and your child's transport is valid until the end of term.

Below are the general regulations for examinations, all students have a copy of these and I suggest you go through these with your child.

## Warning to Candidates

**Examinations held in the period 1 September 2009 to 31 August 2010**

1. You **must** be on time for all your examinations.
2. Remember: you **must not** become involved in any unfair or dishonest practice in any part of the examination.
  - Sitting an examination in the name of another candidate or allowing another person to sit an examination in your name, is gross misconduct and may amount to a criminal offence.
  - You **must not** take into the examination room any unauthorised material or equipment which might give you an unfair advantage such as notes, calculator cases/instructions leaflets, bags, personal TVs/stereos, electronic or radio communication devices, including mobile telephones, iPods and MP3 players. Any pencil cases taken into the examination room must be see through.
  - You **must** bring all necessary equipment with you to the examination.
  - Possession of unauthorised material is breaking the rules, even if you do not intend to use it, and you will be subject to penalty and possible disqualification.
  - You **must not** talk to or otherwise communicate with or disturb other candidates once the examination has started.
3. The head of your centre **must** report to the awarding body all cases of irregularity or misconduct connected with the submission of coursework or with occurrences in the examination room.
4. If the awarding body is satisfied that you are involved in any irregularity, misconduct or dishonesty, your results may be cancelled. For involvement in serious offences, you may also be disqualified from the current examination and debarred from future examinations of all the awarding bodies.

I am sure that I can join you in wishing your child success during the exams and look forward to celebrating their achievements on Tuesday 24 August.

Yours faithfully

Craig D' Cunha  
Vice Principal

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