



BROOKFIELD COMMUNITY SCHOOL

Brookfield Community School

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Headteacher: Mr K Hirst

13th December 2023

Dear Parent/Carer

Year 13 Mock Exams in January 2024 and Academic Enrichment Sessions

Academic Enrichment Sessions

In order to support students' preparation beyond that already underway in the classroom, teachers are offering a number of after school academic enrichment sessions to Year 13 students. A timetable for these is attached. We have managed to offer as many sessions as possible, whilst also providing these for our Year 13 students. We would appreciate you encouraging your child to attend as many of these sessions as possible. The focus throughout will be on supporting students' preparation for their exams. This may be through subject content revision and knowledge acquisition, development of skills and understanding or working on exam technique. The sessions are not compulsory but will ensure students are able to spend further time with their subject teachers refining their exam practice.

Mock Exams

Year 13 mock exams will take place from **Monday 29th January to Friday 9th February 2024**. The mock exams are an important part of the preparation for your child in the lead up to their formal exams in the summer. External invigilators will support our exam team and set up the Gym to replicate the conditions students will see in the summer. Those students with Access Arrangements will be provided with the adjustments they should expect in the summer. During this time, normal attendance at school is expected and students will be in their normal classes between their exams.

The exams provide teachers with a valuable measure of students' progress towards their summer exams. This is both through feedback on topic areas, knowledge and understanding of areas that they still require more support with, through to areas of exam technique and recall. This information will shape the preparation for your child's summer exams. The mocks also give teachers an opportunity to assess students' performance in terms of a summative grade.

Could you please support us by ensuring that your child has all the equipment they need for their exams: black pens; pencils, eraser and a ruler with millimetre markings for Maths and Science exams; a calculator for Maths and Science exams. Attached to this letter is also a Student Checklist for Exams document, indicating all the procedures that must be followed during the formal exam period. Can you please take some time to go through these with your child.

REDHILL
ACADEMY TRUST



Equality and Achievement

Mock Timetables and Website

The mock exam timetable is attached to this letter and will be published on our website. This will also be the location for further exam information throughout the year including the exam dates for summer 2024, when they are published. Students will also receive a personalised mock exam timetable, closer to the time of their exams, giving them details of venues and seating.

Mock Results Day and Parents' Evening

We had lots of positive feedback last year on our mock results day for Year 13 students. This will happen again this year on **Friday 1st March 2024** where students will receive their sealed mock exam results. The Year 13 Parents' Evening will then take place on **Tuesday 5th March 2024**, allowing you and your child to hear about the progress they have made towards their summer exams. Again, further details about this evening will follow after Christmas.

I hope this gives you an idea of the planning that is taking place in school to support your child for this important school year. Please feel free to email me on r.mason@brookfieldcs.org.uk if you have any further questions.

Yours faithfully



Mrs R Mason
Deputy Headteacher

Encs:



Year 13 Academic Enrichment Offer

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Before School		<ul style="list-style-type: none"> Drama 1 to 1 Session - Mrs Ashley (H1) 	<ul style="list-style-type: none"> Drama 1 to 1 Session - Mrs Ashley (H1) 		<ul style="list-style-type: none"> Drama 1 to 1 Session - Mrs Ashley (H1)
Lunch	<ul style="list-style-type: none"> D&T - Mr Swift (D5) 	<ul style="list-style-type: none"> D&T - Mr Swift (D5) 	<ul style="list-style-type: none"> D&T - Mr Swift (D5) 	<ul style="list-style-type: none"> D&T - Mr Swift (D5) Psychology (Week 2) - Mrs Brooker (S3) 	<ul style="list-style-type: none"> D&T - Mr Swift (D5) PE - (P1)
After School (3-4pm)	<ul style="list-style-type: none"> Dance - Mrs Carter (Gym) History - Mr Ireland (E3) Politics (Week 1) - Mrs Quinn (S4) Art - Mr Fallon (D4) Textiles - Miss Judd (D1) 	<ul style="list-style-type: none"> Art - Mr Fallon (D4) Textiles - Miss Judd (D1) 	<ul style="list-style-type: none"> Chemistry - Mrs Naylor (B10) Drama - Mrs Ashley (H1) D&T - Mr Swift (D5) Dance - Mrs Carter (Gym) History - Mrs Booker (E1) Psychology (Week 1) - Mrs Brooker (S3) Targeted Group Psychology (Week 2) - Mrs Brooker (S3) Targeted Group Art - Mr Fallon (D4) Textiles - Miss Judd (D1) 	<ul style="list-style-type: none"> English - Mr Hopkins (M2) Geography - All Teachers (T1) Psychology (Week 2) - Mrs Brooker (S3) Mr Anderson (S5) Targeted Group Sociology (Week 1) - Mr Cliffe (S2) (Week 2) - Mrs Quinn (S4) Business Studies - Mr Walsh (B12) Maths - Mr James & Miss Lord (T9) 	<ul style="list-style-type: none"> Biology (Week 1) - Miss Baddeley (B11) (Week 2) - Mr Greenwood (A3) Physics - Mrs Nash (A4)

STUDENT CHECKLIST FOR EXAMS

BEFORE THE DAY OF YOUR EXAM

Make sure you know:



- the date, start time and location of the exam or assessment – is it in the morning or the afternoon and what time do you need to arrive?
- if you are permitted or required to take any specialist equipment with you and have that ready
- who you need to contact at your school or college in case there's an emergency and you will be late, or can't sit your exam or assessment

ON THE DAY OF YOUR EXAM

What you can take in:

- a clear pencil case
- two or more black pens – blue pens are not acceptable for exams or written assessments
- any specialist equipment you will need or are required to bring in – this may include a ruler, maths set and an approved calculator, if relevant for your exam or assessment (including practicals)
- a transparent drink bottle if you wish and if permitted by your school or college – this must not have any labels

What you can't take in:

- your mobile phone
- any type of watch – this includes analogue, digital or smartwatches
- iPads, iPods, Fitbits, AirPods, earphones or ear buds, MP3 or MP4 players or similar devices
- revision notes



OTHER IMPORTANT INFORMATION

Read the front of the exam or assessment paper carefully and check that you've got the right paper - ask if you're not sure.

If you are taking a tiered subject (such as maths), or a modular or unitised subject, check you've got the paper you expect.

Listen carefully to the invigilator or assessor's instructions, which will be specific to your exam or assessment (including practical/spoken tests).

Fill in your details on the front of the answer booklet when you are told to do so.

Do not open the question paper until you are instructed to do so.

Raise your hand and wait for an invigilator or member of staff, if you:

- are unsure about anything
- need additional answer sheets – don't forget to write your details on these answer sheets too
- need the toilet or feel unwell

Make sure you adhere to formal exam conditions once you enter the exam room - talking to, communicating with or disturbing another candidate could lead to disqualification.



EXAM AND ASSESSMENT MATERIALS



You must not take any exam or assessment materials with you out of the exam room once the exam has finished. This includes question papers, answer booklets (used or unused) or rough work.

Be aware that fake papers may be circulating prior to you taking your exam or assessment. If you see information in advance or online, or if someone sends something to you, then report it to a teacher. Do not engage with anyone offering you access to papers and do not share any other information, papers or links with other students – this is cheating and may lead to you being disqualified from some or all of your exams or assessments.

For more information visit

<https://www.gov.uk/government/publications/ofqual-student-guide-2024>



BROOKFIELD COMMUNITY SCHOOL
COMMITTED TO EXCELLENCE

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Equality and Achievement

Year 13 January Mock Timetable January 2024

		Monday 29/01/2024	Tuesday 30/01/2024	Wednesday 31/01/2024	Thursday 01/02/2024	Friday 02/02/2024
Week 1	AM	Computer Science 2 Hour 30	Photography Session 1 5 Hours (All Day)	Art Session 2 5 Hours (All Day)	Textiles Session 1 5 Hours (All Day)	Physics Paper 1 2 Hours
		Geography Paper 1 2 Hours	History Paper 1 2 Hour 30		English Literature Paper 1 2 hours 30 mins	Geography Paper 2 2 Hour 15
		Dance Written 2 Hour 30	Spanish Listening, Reading & Writing 2 Hour 30		Further Maths Paper 1 2 Hours	PE Paper 1 2 Hours
		History Paper 1 2 Hour 30	French Listening, Reading & Writing 2 Hour 30			
	PM	Psychology Paper 1 2 Hours	Photography Session 1 5 Hours (All Day)	Art Session 2 5 Hours (All Day)	Textiles Session 1 5 Hours (All Day)	History Paper 2 2 Hour 30
		Biology Paper 1 2 Hours	PE Paper 1 2 Hours	Sociology Paper 1 2 Hours	Chemistry Paper 1 2 Hours	Further Maths Paper 2 2 Hours
			Maths Paper 1 2 Hours		Politics Paper 1 2 Hours	Spanish Writing 2 Hours

		Monday 05/02/2024	Tuesday 06/02/2024	Wednesday 07/02/2024	Thursday 08/02/2024	Friday 09/02/2024
Week 2	AM	English Literature Paper 2 3 hours	English Language Paper 1 2 hours 30 mins	Textiles Session 2 5 Hours (All Day)	Art Session 1 5 Hours (All Day)	Photography Session 2 5 Hours (All Day)
		Economics Paper 1 2 Hours	Physics Paper 2 1 Hour 30	Drama Written 3 Hours	PE Paper 3 1 Hour	Biology Paper 2 2 Hours
		Dance Practical 2 Hours	French Writing 2 Hours	Psychology Paper 2 1 Hour	Drama Practical 2 Hours	English Language Paper 2 2 hours 30 mins
						Product Design Paper 2 2 Hour 30
	PM	Politics Paper 2 2 Hours	PE Paper 2 1 Hour	Textiles Session 2 5 Hours (All Day)	Art Session 1 5 Hours (All Day)	Photography Session 2 5 Hours (All Day)
		Biology Paper 1 1 Hour 30	Psychology Paper 2 1 Hour	Product Design Paper 1 1 Hour 30	Chemistry Paper 2 2 Hours	Sociology Paper 2 2 Hours
			Maths Paper 2 2 Hours		Economics Paper 2 2 Hours	Maths Paper 3 2 Hours