

16 May 2022

A-Level Exams

Dear Parent / Carer,

Thank you for all your ongoing support at this critical time for Year 13. Please note the following key information and updates.

Exam Dates

The main exam season starts on **Monday 23rd May and continues until Wednesday 29th June**. There are no exams during Half Term (Monday 27th May – Friday 31st May). There are exams however on **Monday 6th June and Tuesday 7th June – the two days after half term**. These days are staff training days when the school is closed to most other students, but Year 13 must be in if they have an exam. If any parent has booked a holiday abroad for a student that covers these training days they must make arrangements to change these bookings so their child can attend their exams.

Please be aware that there is a national exam contingency day on Wednesday 29th June. In the unlikely circumstance that an exam has to be rescheduled by the exam board they will take place on any date up to and including this date. As such, please do not make any holiday plans for your child until after this date.

Exam timetables

Students have been issued with individual timetables for their exams, which they must check carefully, and highlight any errors without delay. The full exam timetable is also on KAA Online at the [KAA6 portal](#) for students to check, and is attached to this letter for reference.

During the Exam Period

Students will be expected to **wear professional business dress** when in school for an exam, masterclass or revision session. If students do not have any of these to attend, they are permitted to work from home. After an exam finishes students will be allowed to go home early. However, the libraries will be available for students to work in (for silent, independent study only). Students will receive prior communication from Mr Whitlock, Ms Sandford and subject teachers about masterclasses and revision sessions; therefore, it is important they **check their emails and Google Classroom daily** for updates.

For morning exams, students must be in school by **8:30am**. In most cases, they will have a masterclass before the exam where they should go immediately to the relevant room. At **8:45am**, they should go to Sports Hall to be seated where their exam will start at **9:00am**. For afternoon exams, students **must** be in school by **1:20pm**. Again, if they have a masterclass they should go immediately to the relevant room. At **1:40pm**, they should go to Sports Hall to be seated where their exam will start at **2pm**. (Please note, exams **cannot start later than this** - therefore students **must** be in school well before this time).

Exam guidelines

The [JCQ exam guidance sheet](#) is attached to this letter, please ensure you have read through this carefully with your child to reinforce the exam expectations. One particular area to note relates to mobile phones and watches. These are banned in exams and students caught with a mobile phone, smartwatch or any watch device in their possession are at risk of failing all of their exams, even if the device is not in use. In terms of exam equipment, it is the student's responsibility to ensure they have correct equipment for each exam. We cannot guarantee there will be equipment on exam days to loan. All exam equipment should be contained in a transparent pencil case, as these are the only type permitted in exams. Any bottles of water taken into exams must be transparent and have the labels removed from them. The exam boards produce these guidelines and KAA has no control over invigilators' application of the rules or the resulting impact if rules are broken.

Post exam period

Once exams finish, on **Wednesday 29th June**, Year 13 should return all outstanding textbooks and Chromebooks to a member of the sixth form team on the 3rd floor library. Upon their return, any deposits will be refunded. If a student wants to keep their Chromebook, they will need to pay £50 via ParentPay so that the computer is unlocked and will be fully under their ownership. On **Thursday 30th June at 7pm**, we are holding a Leavers' Dinner celebration on a River Thames boat. Please purchase the subsidised student tickets (£35) for the event on ParentPay or cash in an envelope addressed to Finance: Mr Weeks by **Friday 20th May**.

A-level results day is on **Thursday 18th August 2022**. Students will be able to collect results at the academy from 9.00am. **If for any reason students are unable to collect their results in person, they must inform us in advance** by completing this short Google Form ([linked here](#)). Results can be shared with students via email (official KAA student email only), or alternatively a parent or other family member can collect them on the student's behalf, if the school is informed beforehand - giving the name and relationship to the student. The family member will have to bring ID with them to collect the student's results.

We encourage students to be present on results day as it is a great time for staff and students to celebrate together all their hard work and it enables our sixth form team, senior leaders, and careers advisor to support students with UCAS enquiries, clearing, and any difficult decisions.

Until then, I wish all of our students the very best in their upcoming A-level exams.

Yours faithfully,



Adam Whitlock
Assistant Principal – Sixth Form