



Key Stage 3

All pupils will be presented for NC Tests at the end of Key Stage 3.

Dates will be published well in advance and parents requested to avoid these dates when taking their annual holiday.

Pupils who will not achieve Level 3 will be assessed by our pupil support team and will undertake the Tasks for Levels 1 + 2.

Key Stage 4

All pupils will be presented for examination at the appropriate level and time following a programme of study if they meet all the necessary exam board requirements; for example, the sitting of module tests and the completion of coursework.

The timing and level of these examinations is left to the discretion of the subject tutor in consultation with the parents; for example, some pupils will take GCSE Maths a year early and then progress to further certification.

It is possible in the core subjects to be disapplied from any further study of the subjects if they are taken early because the GCSE is the end of Key Stage assessment.

The school will pay for any entry where it is the end of Key Stage assessment.

The parents of pupils who are poor attenders or who we suspect will not complete the course will be asked to pay for the examination entry in advance. The fee will be refunded if the entry requirements are met and the examination taken.

The parents of pupils who fail to turn up for an examination will be charged the current rate for that entry.

All students starting a course will complete it. There will be no option not to complete a course.

Special Needs

If a pupil has learning or physical difficulties and requires additional time for examinations or variations such as large print, advice will be sought from the Educational Psychologist and the exam boards to obtain the necessary permission.

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Retakes

All requests for retakes of examinations (will be treated sympathetically but the school should not incur any costs and the candidate will have to pay for entry and invigilators.

Additional Certification/ Vocational courses

As there is an increasing number of substitutions of GCSEs by alternative certification, where the certification replaces that of a GCSE course, e.g. basic skills Geography paper for GCSE Geography, Travel or Tourism certificate to replace Travel and Tourism GCSE, then the school will pay the entry fee for the examination.

There is a plethora of additional highly desirable certificates that we would like our pupils to have, e.g. CLAIT, which is a certificate in literacy of information technology and again health and safety certification or modular Modern Language certification.

The Academy does not have a limitless budget and hopes to fund all of these courses, but may need from time to time to ask parents for a contribution.

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