



5th January 2023

Headteacher - Patrick Earnshaw  
Deputy Headteacher - Mathew Downs

Dear Parent

**Re: IMPORTANT INFORMATION GCE/GCSE EXAMINATIONS SUMMER 2023**

Over the next few months information about Summer 2023 exams will be made available on the school website and on My Highcliffe.

At this point we would like to draw your attention to the information below from The Joint Council for Qualifications, the regulating authority for GCE and GCSE exams taken at Highcliffe School.

***'Summer 2023 contingency days***

*The awarding bodies have collectively agreed a contingency day for several years now which is always scheduled at the end of the GCSE, GCE AS and A-level exam timetables.*

*The contingency day is in the event of national or significant local disruption to exams in the United Kingdom, being part of the awarding bodies' standard contingency planning for exams.'*

**The standard contingency day for Summer 2023 is Wednesday 28 June 2023.**

***'Centres must therefore ensure candidates and parents are aware of this contingency arrangement so that they may take it into account when making their plans for the summer.***

***Candidates should be encouraged to remain available until Wednesday 28 June 2023 should examinations need to be rescheduled.'***

We have also been advised that;

*Following the Covid-19 pandemic, a single contingency day was not felt to be sufficient if a national event or incident had a significant effect on the exam timetable.*

*For the June 2023 exams, the awarding bodies have therefore introduced two additional half-day contingency sessions. These are on **Thursday 8 June 2023** and **Thursday 15 June 2023**.*

Please could you therefore bear these dates in mind. Should any exams need to be moved to the contingency days your son or daughter must be available to attend, or they will be deemed absent and therefore not achieve a mark/grade for that component.

May I take this opportunity to remind you that important information and instructions for candidate can be found under 'Information/Exams Information' on the school website and that personal examination timetables will be made available on My Highcliffe later in the school year.

Yours sincerely

Mrs N Lill  
Examinations and Data Manager