

26 April 2017

To: Parents/Guardians/Carers of year 11 and 13 students

Dear Parents/Guardians/Carers

Exam information for Year 11 and 13 Students

We are now approaching the beginning of the examination period, and I would like to advise you of the following important information.

Please check your child's exam entries carefully. Your attention is also drawn to the exam notices and regulations that can be found on the academy's website.

This year the guidance about internal assessments has been updated. This means your child will be advised of their grades in their internal assessments and they have the right to appeal. Appeals must be made in writing by the deadline provided by their subject teacher.

If you have any queries please contact Mrs Wickwar at wickwarj@highwealdacademy.kent.sch.uk or, alternatively, through the academy's switchboard.

Yours sincerely

J Wickwar [Mrs]

Exams Officer