



**Teddington
School**

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20 June 2019

Dear Families

The Year 10 examinations commence shortly and I would like to clarify a minor modification to the timetable and the expectations placed on students during this period.

The Business Studies exam will now take place on Thursday 27 June. Students have been made aware of this change in both assembly and tutor time.

Expectations during the exam period

- Students must be in school all day during the exam period. When they are not in an exam, they will be in their normal timetabled lessons.
- Should an exam finish before the end of a lesson, students will be expected to return to their timetabled lesson, where their teacher will be expecting them.
- We are trying to replicate the GCSE exams as much as possible, so we expect exemplary behaviour during exams. Students will line up on the astro (weather permitting) and sit in accordance with the designated seating plan.
- Students will not be allowed to take school bags or mobile phones into the exam hall. These should be kept in the student lockers. If necessary phones can be handed to the invigilator at the start of the exam.
- Students should use a clear pencil case and an unlabelled water bottle in the exam hall.

Thank you for all your support in helping your child to prepare. I wish them every success in their forthcoming exams.

Yours faithfully

Mrs N Green
Assistant Headteacher

