



**A SPECIALIST SCIENCE SCHOOL**

Headteacher  
Andrew Fletcher, BA

# Sandhurst School

the opportunity to succeed

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March 2011

Dear Parent/Guardian

Please find enclosed the following important information regarding GCSE exams for summer 2011:

**Default Timetable** which includes:

- o the subjects for which your child has been entered
- o the tier, if this is applicable to the subject
- o your child's full name and date of birth which will be shown on their final certificates
- o dates and times of the exams scheduled by the Examination Boards

#### **Notice to Candidates**

This notice outlines what is expected of students during the exams and should be read carefully.

#### **Mobile phone and electrical equipment warning notice**

Students are reminded that they must not be in possession of a mobile phone during an exam.

#### **Entry confirmation slip**

Please take time with your child to check the enclosed default timetable and complete the entry confirmation slip enclosed which should clearly show any amendments required. Please return the slip to the Exams Office **no later than Friday 18th March**. A charge may be applicable for amendments received after this date. Should there be a change of tier your child should speak to their subject teacher beforehand.

An exam timetable with seating arrangements will be sent home to your child at the beginning of the summer term. The full timetable is available for viewing online on the Sandhurst Digital Campus. If you have any further queries please do not hesitate to contact the Exams Office.

Yours sincerely

Mrs T Brundish  
Examinations Officer

enc

Would you prefer to receive your letters by Email? If so, please notify the school and provide us with your Email address



**SANDHURST SCHOOL**

**GCSE FINAL ENTRIES 2011 ENTRY CONFIRMATION SLIP**

**NAME:** .....

**TUTOR GROUP:** .....

!We have checked the default timetable and confirm the following:

Correct name appears on certificates

Date of birth is correct

Gender is correct

All entries are correct

Tiers of entry are correct

I/We wish to make the following changes (change of tier alterations should be discussed with the appropriate subject teacher beforehand):

.....

.....

Signed: .....

*(Student)*

Signed: .....

*(Parent/Guardian)*