

The Hemel Hempstead School

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Letter 34

5th October 2018

Dear Candidate

Public Examinations November 2018

Please find attached an Examinations Timetable for written exams to be taken this November.

This timetable includes the following information, **which should be checked carefully**:

Date: Date of examination

Time: At The Hemel Hempstead School our examinations start as follows:
9am for morning examinations and 1.30pm for afternoon examinations. Please note that afternoon examinations start at lunchtime so it is advisable that something is eaten at break.

You must arrive 10 minutes before the start time of examinations.

Board: 01 = OCR, 10 = Edexcel, 40 = WJEC, 70 = AQA

Examination: The examination for which the entry has been made, including the tier:
H = Higher, F = Foundation

Length: The duration of the examination in minutes.

Please check the examinations notice board outside the Examinations Office to find out where your examinations will take place.

If there is a mistake on your timetable, or you have any queries regarding these examinations, please contact the Examinations Office asap.

It is important that you conduct yourself in any public examination according to the regulations set out by the JCQ (Joint Council for Qualifications). Failure to do so may result in disqualification. It is therefore vital that you familiarise yourself with the JCQ and The Hemel Hempstead School Notices which are all available on The Hemel Hempstead School website in the Curriculum/Examinations area.

For external students, please supply the Examinations Office with an email address so that your results may be emailed out to you.

Yours faithfully

A handwritten signature in black ink, appearing to read 'S Brown'.

Mrs S Brown
Examinations Officer