



The Crossley Heath School

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Tuesday 9th April 2024

To Parents/Carers of Year 11 GCSE Art and Design student,

As we are fast approaching the GCSE Art and Design examination, I would like to take this opportunity to outline the **very important** details which you need to be aware of.

Students were issued with their examination paper at the start of January and to support them, they were provided with a detailed checklist of the minimum amount of work which they are expected to complete over the preparation period. This work is being completed in lesson time and in their homework time until the exam.

We are now only a few weeks away from the final examination time, so it is imperative that students really make this preparation time a major focus, as this examination unit is worth 40% of their overall GCSE grade. They should be spending at least 1 ½ hours per week on this outside of the lesson time; this could be spent in the studios at lunchtime or indeed after-school (3:15 – 4:15 Tuesday and Wednesday) to ensure all the necessary work is completed. I hope parents/carers will support this and support their child’s attendance at these additional sessions.

The 10-hour GCSE Art and Design Examination – IMPORTANT INFORMATION

The GCSE Art and Design examination dates are now confirmed as Monday 22nd and Tuesday 23rd April. Students will be in the exam for two full days, which makes up the necessary 10 hours of controlled examination time.

The structure of the two days will be as follows:

Monday 22nd April	8:30am	Arrive at their allocated exam room to set up	3 hours 20 mins
	9:00am	Exam day 1 begins	
	12:20pm	Lunch break	
	1:10pm	Arrive back at the exam room	1 hour 50 mins
	1:15pm	Exam session begins for the afternoon	
	3:05pm	Exam day 1 ends (10 mins to tidy down)	
	3:15pm	Students leave – All prep work must stay in school	
Tuesday 23rd April	8:30am	Arrive at exam room to get ready	1 hour 50 mins
	8:45am	Exam day 2 begins	
	10:35am	Break	
	10:55am	Arrive back at the exam room	1 hour 20 mins
	11:00am	Exam session begins again	
	12:20pm	Lunch break	1 hour 40 mins
	1:10pm	Arrive back at the exam room	
	1:15pm	Exam session begins for the afternoon	
	2:55pm	Exam ends (20 mins to clean all rooms down)	
3:15pm	Students leave	10 hours	

VERY IMPORTANT INFORMATION – ABSENCE ON EXAM DAY(S)

If your child is **not able** to attend one or both examination days because of illness, a parent/carer **must** telephone school **on the morning** of the exam and explain that the message **must** go immediately to Mrs Henson. You will then be required to **provide a doctor's sick note** so your child can gain the time back to do their examination. If they do not turn up for any other reason, the exam time cannot be given back and therefore the exam entry will be void; without a completed exam, the entry for the entire GCSE will rely solely on just 60% from the coursework.

The exam regulations also state that once the 10-hour examination period has commenced on the first exam day, students are not allowed to continue working into their preparatory sketchbook work. Should your child be absent for their exam it would therefore be imperative that their preparatory work be brought into school on Monday (22nd April) morning by 9:00am. Failure to do so would result in the prep work not being entered for assessment.

COURSEWORK DEADLINE

Most students have already completed their coursework (worth 60% of their grade) and this work has been marked with feedback provided. Once the 10-hour examination has finished, students will have their remaining Art lessons to revisit any of their coursework that may need finalising or improving. Students will be expected to submit their entire coursework portfolio by the start of the school day (8.30am) on Tuesday 7th May.

If you have any questions regarding this letter, please feel free to contact me at school.

Yours sincerely,

Mrs R Henson

Department Leader for Visual Arts