

Y11

Student Guide

2020-21

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**Please note the information in this booklet is accurate as of 12.11.20 and may be subject to change based on national updates throughout this academic year. Please check your email and the school's social media accounts for up to date communications.*

YEAR 11 Curriculum Catch-Up/Home Learning Offer Monday 16 November – Thursday 17 December (5 weeks)

Access to a computer room is available for Y11 students to complete home learning 8.30 - 9.30am and 3.30 – 4.45pm every day for the next 5 weeks. Students can only attend this provision if they officially book a place by emailing Mrs Armstrong armstrongv@laurencejackson.org
In addition, there is subject specific support for students as outlined in the table below.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8. 30am - 9.30am	Y11 Independent Study Computer Room available <i>Week 1 - R2</i> <i>Week 2 – A16</i>	Y11 Independent Study Computer Room available <i>Week 1 - A16</i> <i>Week 2 - R2</i>	ART (Week 2 only). Please report to your normal teaching room. Y11 Independent Study Computer Room available <i>Week 1 & 2 - R2</i>	Y11 Independent Study Computer Room available <i>Week 1 - R2</i> <i>Week 2 – A16</i>	Y11 Independent Study Computer Room available <i>Week 1 & 2 - R2</i>
OPTION 6	Y11 Independent Study Computer Room available <i>Week 1 & 2 - R2</i>	Y11 Independent Study Computer Room available <i>Week 1 & 2 - R2</i>	Y11 Independent Study Computer Room available <i>Week 1 & 2 - R2</i>	Y11 Independent Study Computer Room available <i>Week 1 & 2 - R2</i>	Y11 Independent Study Computer Room available <i>Week 1 & 2 - R2</i>
3.30pm - 4.30pm	FRENCH/SPANISH Please report to your normal teaching rooms for these subjects		DESIGN Please report to your normal teaching room	MUSIC Please report to your normal teaching room	
Remote home learning via live revision lessons	FOUNDATION MATHS Live Lesson 4.00 – 4.45pm	HISTORY Live Lesson 4.00 – 4.45pm	ENGINEERING Live Lesson 4.00 – 4.45pm	HIGHER MATHS Live Lesson 4.00 – 4.45pm	CHEMISTRY Live Lesson 4.00 – 4.45pm
	ENGLISH LANGUAGE Suggested slot to complete home learning (narrated PowerPoint)	ENGLISH LITERATURE Suggested slot to complete home learning (narrated PowerPoint)	GEOGRAPHY Live Lesson 4.45 – 5.30pm	GCSE PE Live Lesson 4.45 – 5.30pm	BIOLOGY Live Lesson 4.45 – 5.30pm
Please read the attached live lesson protocol carefully on Page 6 as it outlines important safeguarding practices with regard staff and student conduct in live lessons.					

What topics will be covered in the live sessions/home learning over the next 5 weeks?

Subject	Curriculum Content Covered in each session				
	Session 1	Session 2	Session 3	Session 4	Session 5
English Language	Reading/using the exam paper effectively (and Q1) Planning and structuring a response	Q2 – Summarising two texts Exploring existing pieces of viewpoint writing	Q3 – Analysing language Ambitious punctuation	Q4 – Comparing feelings Effective viewpoint devices	Q4 – Exploring 'methods' Sentence variety
English Literature	Exam expectations (AOs and mark scheme) and plot overview for 'Inspector Calls' and 'Blood Brothers'	Contexts and themes 'Inspector Calls' and 'Blood Brothers'	Structure of play 'Inspector Calls' and 'Blood Brothers'	Key character 1 (using 'PEEDS') 'Inspector Calls' and 'Blood Brothers'	Key character 2 (using 'PEEDS') 'Inspector Calls' and 'Blood Brothers'
Maths	F: Changing the subject of a formula H: Solve equations linear and simultaneous	F: Indices, powers and roots H: Fraction Calculations	F: Averages from tables H: Index laws	F: Fraction calculations H: Surds including expanding brackets	F: Ratio (including dividing in a ratio) H: Vectors
Biology	Heart and Circulatory System	Heart diseases and ways to treat them	Stem Cells	Mitosis	Osmosis required practical
Chemistry	Extraction of metals and Reduction	Neutralisation of acids and salt production	Soluble salts and required practical	pH Scale and Neutralisation	Strong and weak acids
Physics	Calculating Energy stored in Energy Stores	Conservation and Dissipation of Energy	National and Global Energy Resources	Structure of the Atom	Atoms and Nuclear Radiation
Geography	Tectonic hazards	Weather hazards	Climate change	Energy	River Landscapes
History	Britain Health and the People: Who's who in medicine?	Britain Health and the People: 8-mark source question	Britain Health and the People: 8-mark significance question	Britain Health and the People: 8-mark comparison question	Britain Health and the People: 16-mark essay question
French	H: Family and Friends L/R walking talking F: Family and friends L and R-walking, talking exam.	H: Family and friends/special occasions 90-150-word writing/translation F: Free-time activities L and R-walking, talking exam.	H: Travel and tourism L/R walking talking F: Free-time activities Writing skills- translation, 40 and 90 words essays.	H: Travel and tourism 90-150-word writing/ translation F: Travel and Tourism L and R-walking, talking exam.	H: Jobs and ambition L/R walking talking F: Travel and Tourism Writing skills-translation, 40- and 90-word essays.
Spanish	House & Home: Revision session	House & Home: Practice Listening questions	House & Home: Practice Reading questions	Holidays: Revision session	Practice Writing questions (including Holidays & House & Home)
PE	Principles of training	Training methods	Lifestyle choices	Lifestyle factors and sedentary lifestyle	Injuries and prevention
ICT	Collecting Data	Storing and Using Data	IT Laws and Legislation	Threats to Data	Overview of Using Data
Business	Identifying and understanding customers and market segmentation	The purpose and methods of Market Research	The Marketing Mix – Price (4Ps)	The Marketing Mix – Product (4Ps)	The Marketing Mix – Promotion and Place (4Ps)
Art	Bespoke portfolio preparation	Bespoke portfolio preparation	Bespoke portfolio preparation	Bespoke portfolio preparation	Bespoke portfolio preparation
Design	Research gathering	Questionnaires and charts	Design ideas	Card model making	Developed ideas
Engineering	9-mark exam questions (extended answer).	Materials, processes, and assembly techniques.	Targeted support sessions as exam completed	Targeted support sessions as exam completed	Targeted support sessions as exam completed
Music	Bespoke performance and composition preparation	Bespoke performance and composition preparation	Bespoke performance and composition preparation	Bespoke performance and composition preparation	Bespoke performance and composition preparation

What does this programme mean for Y11 home learning expectations over the next 5 weeks?

Y11 Home Learning Clarification

All subjects have reviewed their focus for Y11 Home learning this half term and planned their provision for Home learning this half term to meet students' needs in terms of final grade preparation and to compliment Y11 students' independent study. The table above outlines the focus for this half term by subject. Y11 students will continue to receive details of their Home Learning for the week ahead via their school emails (as was the case last half term). Where Live lessons are the main aspect of the Home Learning for subjects, the invite for these sessions will be emailed out on a Friday ready for the following week. Links to the recorded Live Lesson material will be emailed out to students after the live lessons have taken to place. All other emails relating to Home learning will be emailed out as per the policy between Friday 3pm and the following Monday 5pm. These emails will include details of what evidence of their learning needs to be submitted and how this should be submitted.

Subject	Y11 Home Learning Expectations over the next 5 weeks
English Language	In line with the existing Home Learning policy, English will email narrated PowerPoints (PPT) to students – these should be worked through for Home Learning. Students will be expected to bring evidence of their Home Learning to a lesson determined by their teacher.
English Literature	There will be one PPT for 'An Inspector Calls' and one PPT for 'Blood Brothers' (students should complete the PPT issued for their class' Literature Modern Text). There will also be one PPT for English Language.
Foundation Maths / Higher Maths	<p>This subject will be running the live lessons as their weekly home learning provision. Students can choose to attend the live lesson and complete the work <u>or</u> to watch the recorded lesson accessible in the meeting chat during the week and then complete the work. As part of live lessons/recorded lessons there will always be work that students must bring to their next lesson as proof of their home learning.</p> <p>Past exam papers will also be issued to students as part of their home learning expectations.</p>
Biology	This subject will be running the live lessons as their weekly home learning provision. Students can choose to attend the live lesson and complete the work <u>or</u> to watch the recorded lesson accessible in the meeting chat during the week and then complete the work. As part of live lessons/recorded lessons there will always be work that students must complete as evidence of their participation in the lesson and follow up exam question practice.
Chemistry	This subject will be running the live lessons as their weekly home learning provision. Students can choose to attend the live lesson and complete the work <u>or</u> to watch the recorded lesson during the week and then complete the work. As part of live lessons/recorded lessons there will always be work that students must complete as evidence of their participation in the lesson and follow up exam question practice.
Physics	This subject will send out narrated PowerPoints (PPT) that students need to complete for their home learning. There will always be work that students must bring to their next lesson as proof of their home learning, the details of which will be outlined in the email sent to students.
Geography	This subject will be running the live lessons as their weekly home learning provision. Students can choose to attend the live lesson and complete the work <u>or</u> to watch the recorded lesson on the LJS Independent Learning Portal webpage then complete the work. As part of live lessons/recorded lessons there will always be work that students must bring to their next lesson as proof of their home learning.

History	This subject will be running the live lessons as their weekly home learning provision. Students can choose to attend the live lesson and complete the work <u>or</u> to watch the recorded lesson during the week and then complete the work. As part of live lessons/recorded lessons there will always be work that students must bring to their next lesson as proof of their home learning the details of which will be outlined in the email sent to students.
French/ Spanish	These subjects will be running Option 6 sessions 3.30 – 4.30pm on Mondays as weekly home learning provision. Students should try to attend these in school sessions. Home learning resources will be emailed out to all students following the sessions.
PE	This subject will be running the live lessons as their weekly home learning provision. Students can choose to attend the live lesson and complete the work <u>or</u> to watch the recorded lesson during the week and then complete the work. As part of live lessons/recorded lessons there will always be work that students must bring to their next lesson as proof of their home learning.
ICT	This subject will email out narrated PowerPoints (PPT) that students need to complete for their home learning as per the home learning policy. There will always be work that students must attached to teams in the assignment section as proof of their home learning the details of which will be outlined in the email sent to students.
Business	This subject will email out narrated PowerPoints (PPT) that students need to complete for their home learning as per the home learning policy. There will always be work that students must attached to teams in the assignment section as proof of their home learning the details of which will be outlined in the email sent to students.
Art	There will be targeted catch-up sessions on Wednesday Week 2 for some students. This subject will also email out home learning that all students studying Art will need to complete and this work will focus on complimenting the work being carried out in lessons to support and students to develop and complete the best portfolio they can.
Design	There will be an in-school session each Wednesday 3.30 – 4.30pm for targeted students. This subject will also email out narrated PowerPoints that all students studying Design will need to complete for their home learning as per the home learning policy. There will always be work that students must bring to their next lesson as proof of their home learning the details of which will be outlined in the email sent to students.
Engineering	This subject will be running the live lessons as their weekly home learning provision. Students can choose to attend the live lesson and complete the work <u>or</u> to watch the recorded lesson accessible in the meeting chat during the week and then complete the work. The exam for this subject is Thursday 26 th November 2020.
Music	There will an Option 6 session on a Thursday 3.30 – 4.30pm for targeted students. This subject will email out narrated PowerPoints (PPT) that all students studying Music need to complete for their home learning as per the home learning policy. There will always be work that students must bring to their next lesson as proof of their home learning the details of which will be outlined in the email sent to students.
Child Development	This subject will send out narrated PowerPoints (PPT) that students need to complete for their home learning. There will always be work that students must bring to their next lesson as proof of their home learning, the details of which will be outlined in the email sent to students. The focus of these tasks will be to prepare students for their coursework.
Hospitality and Catering	This subject will set home learning tasks personalised to a student's completion of coursework notes and practical tasks. There will always be work that students must bring to their next lesson as proof of their home learning, the details of which will be outlined in the email sent to students.

LJS Live Lesson Protocol 2020

Laurence Jackson School is committed to ensuring the highest possible standard of safeguarding including E-safety and online safety. The personal safety and wellbeing of each student and staff member working with Laurence Jackson School is paramount. This document outlines the protocol that must be adhered to when staff are conducting live lessons, tutorials, and/or meetings with students. Our expectations of students, staff and parents/carers are clearly described in the detail below.

Live Lesson Application:

Live lessons will always be carried out through the School's ICT system and any other access will not be authorised. At Laurence Jackson School we have decided to use the Microsoft Teams application for our Live lesson provision. We have chosen this application because it best meets the needs of our school in conjunction with our network provider. Teams is a digital platform which offers live quality video, audio, and a wireless screen-sharing performance.

As a school we reserve the right to enable or disable the application functions based on the specific lesson being delivered. At this time, all lesson participants will be centrally muted by the lesson deliverer. Further decisions will be made prior to the lesson on application functions by the Deputy Headteacher i/c Teaching and Learning and lesson deliverers. These decisions will be made based on how best to support teaching and learning during the scheduled live lesson. This is to ensure safeguarding of both students and teachers and prevent information or images or inappropriate content being used through the application of these functions.

The functionality of the applications will be disabled or enabled by the school administrator at the source irrespective of using the school's equipment or a personal laptop/computer. Whether students are using their own equipment or the school's equipment we will still seek your agreement to follow and adhere to our school's 'acceptable use' Policy which highlights clear expectations of the use of equipment.

Live Lesson Consent and Communication:

Consent for live lessons for all students is assumed during remote learning. Staff will plan accordingly, providing students and parents/carers with preferably 3 days' notice. Live lessons will take place between the hours of 8.30am and 3.30pm. Out of hours sessions may also be conducted as after-school revision sessions between 3.30 – 6pm.

Staff will communicate with parents/carers/students via email to share the allocated programme for live lessons. This communication will also include this Live Lesson Protocol as an attachment. Students will then receive Microsoft Teams invites to attend live lessons applicable to them.

<https://bit.ly/30MNI9X> - Full guidance and joining instructions for Microsoft Teams

Other Frequently Asked Questions by students:

How do I join the live session? There is a short video clip [here](#) to help students on how to join a Teams meeting and access the live lesson.

What do the toolbar functions mean in a Team's meeting? There is a short video clip [here](#) for students.

Quality Assurance and Monitoring:

As part of our ongoing commitment to the safeguarding of both students and staff, the use of the application will be heavily monitored by our ICT team/ Deputy Headteacher and Designated Safeguarding Lead (DSL) to ensure that any inappropriate use or problems are reported and addressed as soon as possible.

Under no circumstances should staff or students use personal accounts or information to communicate with one another. Should any concerns be raised about this it should be reported to the Headteacher and DSL. All on-line sessions will be conducted by a minimum of two staff; one lesson deliverer and one member of staff acting as the remote online support during the lesson. Where the chat functionality is enabled, students

must only use this function to feedback comments relating to learning in the lessons. Any student using the chat function inappropriately will be removed from the lesson and consequences will be issued as per the school's behaviour and online safety policy. Where the chat function is disabled students can seek help via emailing the member of staff supporting the remote session.

All on-line sessions are recorded by staff during delivery and can be sent to the student for recap purposes and are stored for school records only. Under no circumstances should a student record a session; this is strictly under the control of Laurence Jackson School. Violation of this rule will result in suspension of services and reporting of the violation to safeguarding lead; further action may be taken.

Expectations of Students:

At Laurence Jackson School the following expectations are in place and should be agreed and understood by students before any remote learning is provided;

- I will use the equipment and application safely and appropriately at all times.
- I will report any issues or concerns directly to my parent/carer/teacher/school.
- I will present at my live lessons fully dressed in day time clothing.
- I will ensure the session is completed in an appropriate communal area of my home.
- I will turn my web camera off and ensure my microphone is muted.
- I will not record the session or cause it to be recorded.
- I will seek help from the teacher through the method identified to me at the start of the lesson e.g. via email or via the chat function.
- I will ensure all my chat comments are appropriate and are linked only to the learning in the lesson.
- I will not have any other person present during the session, except for a parent/carer who is responsible for my supervision in my household.

Expectations of Parents/Carer

At Laurence Jackson School the following expectations are in place and should be agreed and understood by you as a parent/carer before any remote learning is provided:

- I will support my child in using the equipment and application safely and appropriately at all times.
- I will be available for the supervision of my child and understand I have primary responsibility for the welfare and safety of my child during an online lesson and that I should be present in the property at the time of the sessions
- I will not record the session or cause it to be recorded.

- I understand that the school will act if they have any concerns regarding mine or my child's behaviour or inappropriate use of the equipment.
- I agree to comply with the school's acceptable use policy as well as this remote learning policy.

Expectations of Staff:

At Laurence Jackson School the following expectations are in place for staff and are adhered to in conjunction with the school's staff behaviour policy/code of conduct:

- I will use the equipment and application safely and appropriately at all times.
- I will follow the expectations of our school's staff behaviour policy at all times.
- I will organise the programme for live lesson delivery and application functions with the Deputy Headteacher i/c of Teaching and Learning.
- I will be appropriately dressed and in a non-identifiable teaching space throughout the session.
- I will conduct a live session with at least one of member of staff present.
- I will make it clear that I am recording the lesson for internal school records.
- I will adhere to GDPR guidelines to maintain the data protection of all information regarding the students I am educating.
- I will report any concerns directly to the Head Teacher/Designated Safeguarding Lead.
- I agree to comply with the school's acceptable use policy as well as this remote and home learning policy

Y11 Key Dates 20-21

Date	Provisional Calendared Event/Exam
Thursday 26 November 2020	Engineering examination
Monday 14 January 2021	Catering resit opportunity
8 February – 1 March 2021	Formal Mock Exam Period (timetable attached)
Thursday 18 March 2021	Engineering resit opportunity
Friday 14 May 2021	Childcare resit opportunity
26 May – 2 July 2021	Summer GCSE Exam Period (timetable attached)
Wednesday 30 June 2021	Official Leavers date and leavers assembly
Thursday 15 July 2021	Prom <i>*please read important information below</i>
Friday 27 August 2021	Results Day 2021

Events/ Prom:

We have tentatively booked the Prom for Thursday 15th July at Gisborough Hall. Please be aware that we will follow the most up to date Public Health guidance in relation to large gatherings in conjunction with Gisborough Hall. The Prom will only go ahead if it is permitted to do so. Please note the Prom is a school event organised and supervised by school staff. Students who fail to achieve the requirements will not be eligible to attend Prom. We will communicate information nearer the time in relation to the payment of the prom ticket and there will be an option to pay in instalments to support families at this time.

To be eligible for the Prom a student needs to have achieved a minimum of 150 conduct points. Conduct points are calculated by subtracting behaviour points from achievement points.

To be eligible for the Prom a student's attendance must be at least 96% by the deadline of Friday 28 May 2020. Unauthorised absence will be deducted from student's overall attendance. Only evidenced medical reasons or other authorised exceptional circumstances will be accepted as reasons for absence. We recognise that some students have been and may in the future be unable to attend school if they need to comply with clinical or public health advice regarding coronavirus. Coronavirus related absence in line with Government guidelines is classified as authorised absence.

Due to the government decision to delay the Summer Exam Series we have had to make the difficult decision to cancel the end of year Alton Towers rewards trip.

Leavers Hoodies:

Students will be given the option of purchasing a leaver's hoodie. Students will be able to choose from a range of colours and the leaver's hoodie will display a plain leavers year on the back. Names of students will not be added this year. If students choose to order a leaver's hoodie, they will be issued in the final leaver's assembly.

Please be aware Prom tickets and leaver's hoodies can only be purchased if your gateway balance for your child is in credit; any arrears on this account will prevent the purchasing of these Y11 items.

Subject Updates: GCSE Assessment Process – Accurate as of 12.11.20

We are reviewing daily updates from exam boards and Department for Education (DfE) to ensure we are up to date with any changes to subject specifications for Y11 Examinations. The changes have been summarised below for students with added relevant website links. There will undoubtedly be more updates as we progress through this academic year.

Subject	Exam Board	Specification Update
English	AQA	<p>No change to assessment arrangements.</p> <p>Paper 1 = Explorations in Creative Reading and Writing (80 marks / 50% of overall grade / 1hr 45 mins)</p> <p>Paper 2 = Writers' Viewpoints and Perspectives (80 marks / 50% of overall grade / 1hr 45 mins)</p> <p>There is no longer a requirement for teachers to submit a sample of audio-visual recordings of spoken language assessment for monitoring. Instead, spoken language assessment is permitted to take place before a single teacher who can represent an audience. Spoken language assessment may be conducted by the teacher at any time and can be done by virtual means.</p> <p>English specification</p> <p>Changes for 2021</p>
English Literature	AQA	<p>There is a choice of topics on which students have to answer questions, giving the school a choice over the content that must be taught.</p> <p>A minimum common core (play by Shakespeare) must be studied and assessed.</p> <p>Paper 1 - students have dropped A Christmas Carol and will be assessed on the following:</p> <ul style="list-style-type: none"> • 1A = Power and Conflict poetry (one question / 30 marks / 23% of overall grade / 50 mins) • 1C = Modern Text – An Inspector Calls OR Blood Brothers (one question from two provided / 30 marks / 23% of overall grade / 50 mins) <p>In summary, Paper 1 comprises two separate 50-minute exams completed in one session. There will be separate question paper booklets and separate answer booklets.</p> <p>Paper 2 (compulsory components – one exam paper lasting 1 hour and 45 minutes)</p> <ul style="list-style-type: none"> • Section A = William Shakespeare's Macbeth (one question / 34 marks / approx. 24% of overall grade) • Section B = Unseen Poetry (two questions / 36 marks / approx. 30% of overall grade) <p>English Literature spec</p> <p>Changes for 2021</p>

Maths Higher	AQA	<p>No change to assessment arrangements.</p> <p>3 Exam Papers (length of each 90mins)</p> <ul style="list-style-type: none"> • Paper 1 non-calculator • Paper 2 and 3 need scientific calculators <p>Maths Higher Specification</p>
Maths Foundation	Edexcel	<p>No change to assessment arrangements.</p> <p>3 Exam Papers (1 hour 30 mins duration)</p> <ul style="list-style-type: none"> • Paper 1 non-calculator • Paper 2 and 3 need scientific calculators <p>Maths Foundation Specification</p>
Science Foundation and Higher	AQA	<p>No change to assessment arrangements.</p> <p>Students have already selected 2 sciences to study this year or will continue to study 3. Tier of entry decision will be made by Science Leader.</p> <p>2 exam papers per subject (each paper is 1 hour 45mins duration). Each exam paper is equally weighted for each subject, each worth 50%.</p> <p>Observation of demonstrations and/or simulations are allowed in order to cover required apparatus and techniques.</p> <p>Biology Specification</p> <p>Chemistry Specification</p> <p>Physics Specification</p>
French	AQA	<p>Students will sit three final examination papers in</p> <ul style="list-style-type: none"> • Listening (Foundation 35mins / Higher 45mins) • Reading (Foundation 45mins / Higher 60mins) • Writing (Foundation 60mins / Higher 1 hour 15mins) <p>Tier of entry decision will be made by MFL Leader/teachers.</p> <p>The speaking assessment will be reported on a 3-point scale (pass, merit and distinction) against teacher assessed criteria, during the course. There will be an extra optional question in the writing assessment which will enable students to focus on fewer themes in their writing.</p> <p>French Specification</p> <p>Changes for 2021</p>

Spanish	AQA	<p>Students will sit three final examination papers in</p> <ul style="list-style-type: none"> • Listening (Foundation 35mins / Higher 45mins) • Reading (Foundation 45mins / Higher 60mins) • Writing (Foundation 60mins / Higher 1 hour 15mins) <p>Tier of entry decision will be made by MFL Leader/teachers.</p> <p>Students will sit three final examination papers in Listening, Reading and Writing. The speaking assessment will be reported on a 3-point scale (pass, merit and distinction) against common teacher assessed criteria, during the course. There will be an extra optional question in the writing assessment which will enable students to focus on fewer themes in their writing.</p> <p>Spanish Specification</p> <p>Changes for 2021</p>
History	AQA	<p>Students will now only have to answer questions on three out of four studies.</p> <ul style="list-style-type: none"> • Paper 1, Section B – Conflict and Tension 1918 – 1939 is compulsory for students to complete. <p>Students will also only answer two questions out of the three studies below:</p> <ul style="list-style-type: none"> • Paper 1 Section A – USA 1920 - 1973 • Paper 2 Section A – Britain: Health and the People • Paper 2 Section B – Norman England <p>Paper 1 (duration 2 hours) Paper 2 (duration 2 hours)</p> <p>History Specification</p> <p>Changes for 2021</p>
Geography	AQA	<p>Fieldwork visits and questions related to personal fieldwork experiences have been removed. Paper 3 will therefore only be 1 hour in length. Questions related to generic fieldwork investigations and use of Data in Geography will still be examined.</p> <p>Paper 1 (1 hour 30mins duration) Paper 2 (1 hour 30min duration) Paper 3 (1 hour duration)</p> <p>Geography Specification</p> <p>Changes for 2021</p>
Art	AQA	<p>Assessment to be portfolio only now worth 100%, external moderation details to following in the new year.</p> <p>Art specification</p> <p>Changes for 2021</p>

Business	AQA	<p>No change to assessment arrangements.</p> <p>100% Final Examinations – 2 exams</p> <ul style="list-style-type: none"> • Paper 1: Units 1,2,3 and 4 (1hour 45min duration) • Paper 2: Units 1,2,5 and 6 (1hour 45min duration) <p>Business Specification</p>
PE	Edexcel	<p>No change to written exam papers or to PEP coursework</p> <p>Paper 1 (1hour 30min duration)</p> <ul style="list-style-type: none"> • Applied Anatomy and Physiology • Movement Analysis • Physical Training <p>Paper 2 (1hour 15min duration)</p> <ul style="list-style-type: none"> • Health, Fitness and Wellbeing • Sport Psychology • Socio-Cultural Influences <p>Personal exercise programme coursework must still be completed</p> <p>Practical assessment reduced to two activities and these activities can be both individual or team. All students must now provide video evidence of their selected practical activities or be videoed in school. The two theory exam papers have remained the same.</p> <p>PE Specification</p> <p>Changes for 2021</p>
Hospitality and Catering	WJEC	<p>There are no changes to the taught content for this qualification.</p> <p>Students who were awarded a Unit outcome (Centre Assessed Grade) in Summer 2020 do not need to enter and sit the assessment for this unit in 2021.</p> <p>Adaptations to assessment in Summer 2021:</p> <ul style="list-style-type: none"> • Unit 1: Externally assessed examination 40% - There are no changes to the assessment of this unit. • Unit 2: Controlled Assessment 60% - students are only required to prepare one dish in line with the controls outlined in the brief. <p>Hospitality & Catering Specification</p>
Child Development	NCFE CACHE	<p>No change to assessment arrangements.</p> <p>50% Coursework 50% Exam</p> <p>Child Development Specification</p>

Design	WJEC EDUQAS	<p>No change to assessment arrangements.</p> <p>50% Coursework: Design and Make Task</p> <p>50% Final Written Exam (2 hour duration)</p> <p>The exam board has permitted students to only watch a demonstration of machinery/tools/processes use.</p> <p>Design & Technology Specification</p> <p>Changes for 2021</p>
Music	EDEXCEL	<p>There have been changes to the amount of performing and composing coursework students need to submit.</p> <p>Performing: Students now only need to perform one solo piece which needs to be at least 1.5 minutes long.</p> <p>Composing: students only need to submit one piece which must be at least 2 minutes long.</p> <p>Listening and Appraising: There have been no changes to the listening unit and students will still need to revise all eight set works. 1 hour 45mins written exam paper.</p> <p>Music Specification</p> <p>Changes for 2021</p>
Engineering	NCFE	<p>No change to assessment arrangements</p> <p>60% Coursework</p> <p>40% Final Exam (1 hour 30min duration)</p> <p>Engineering Specification</p>
Information Technologies	OCR	<p>No change to assessment arrangements</p> <p>50% Coursework</p> <p>50% Final Exam (1hour 45min duration)</p> <p>Information Technologies Specification</p> <p>Changes for 2021</p>

PROVISIONAL Y11 PC2 MOCK EXAM TIMETABLE 2021
Monday 8th February – Monday 1st March 2021

	Monday	Tuesday	Wednesday	Thursday	Friday
	08/02/21	09/02/21	10/02/21	11/02/21	12/02/21
AM	English Lang Paper 1	Catering PE Paper 1 Design & Tech	Biology	Chemistry	Business Paper 1 IT Engineering Music
PM	Maths Paper 1	French/Spanish Foundation Listening/Reading	Geography Paper 1	Maths Paper 2	Geography Paper 2
HALF TERM HOLIDAY					
	Monday	Tuesday	Wednesday	Thursday	Friday
	22/02/21	23/02/21	24/02/21	25/02/21	26/02/21
AM	French/Spanish Higher Listening/Reading	History Paper 1	History Paper 2	English Lit Paper 2	Physics
PM	French/Spanish Written	PE Paper 1	Geography Paper 3	Maths Paper 3	PE Paper 2

PROVISIONAL NATIONAL Y11 GCSE EXAM TIMETABLE 2021

Wednesday 26th May – Friday 2nd July 2021

	Monday	Tuesday	Wednesday	Thursday	Friday
	24/05/21	25/05/21	26/05/21	27/05/21	28/05/21
AM			English Lang Paper 1	Maths Paper 1	
PM					Information Technologies
HALF TERM HOLIDAY					
	Monday	Tuesday	Wednesday	Thursday	Friday
	07/06/21	08/06/21	09/06/21	10/06/21	11/06/21
AM	English Lit Paper 1	History Paper 1 – Section B	Biology Paper 1	English Lang Paper 2	PE Paper 1
PM	Maths Paper 2 - Calc	RE Paper 1	French Listening/Reading	History Paper 1 <i>Dependent on student question choice</i>	Geography Paper 1
	Monday	Tuesday	Wednesday	Thursday	Friday
	14/06/21	15/06/21	16/06/21	17/06/21	18/06/21
AM	Design & Technology	Chemistry Paper 1	Business Paper 1	History Paper 2 <i>Dependent on student question choice</i>	
PM	RE Paper 2	Spanish Listening/Reading	Geography Paper 2	French Written	Physics Paper 1
	Monday	Tuesday	Wednesday	Thursday	Friday
	21/06/21	22/06/21	23/06/21	24/06/21	25/06/21
AM	English Lit Paper 2	Biology Paper 2	Geography Paper 3	History Paper 2 <i>Dependent on student question choice</i>	
PM	Maths Paper 3 - Calc		Spanish Written		PE Paper 2
	Monday	Tuesday	Wednesday	Thursday	Friday
	28/06/21	29/06/21	30/06/21	01/07/21	02/07/21
AM	Business Paper 2	Chemistry Paper 2	Y11 Leavers Assembly	Music Appraising	Physics Paper 2
PM					

Laurence Jackson School Exams Information

ESSENTIAL INFORMATION FOR CANDIDATES

There are a number of rules and regulations for exams set by actual exams boards that you must adhere to. Laurence Jackson School is committed to ensuring candidates are fully briefed on the exam processes in place and are made aware of JCQ Candidate instructions.

This booklet contains all the information you need to know regarding the examinations regulations and procedures that candidates have to follow. Please read this booklet carefully and show it to your parents/carers so that they are aware of exam regulations and procedures.

Failure to follow exam regulations could result in your disqualification from exams.

Absence from Examinations

You must attend all exams that you are entered for on your individual candidate timetable. Misreading the timetable will not be accepted as a satisfactory explanation for absence. You will receive a bill for the entry fee (approx. £35) if you fail to attend an exam that has been paid for by the school. If you miss an exam due to illness, you **must** telephone school on (01287) 636361 as soon as possible on the morning of the exam, **and** a medical certificate/letter or Self Certification Form (available from the exam's office) **MUST** be given to Ms Sands within **three days** of the exam you missed.

Bags, Books, Notes and Valuables

You must attend all exams in full uniform or you will not be allowed in the exam room. Please note: hooded sweaters must be removed and left with bags at the back of the venue. You are not allowed to keep any bags, books or notes with you in the exam room and these should be left at the back of the room, or preferably at home. Please do not bring valuables with you when you come into school for an exam.

Mobile Phones, Pagers, Electronic Organisers, Music Players, Wrist Watches

Mobile phones, pagers, organisers, music players, headphones and any type of electronic communication or storage device are not allowed in the exam/isolation room, except if they are switched off and left in bags at the back of the exam room. You are strongly advised not to bring any such devices with you to school when you have an exam as Laurence Jackson School cannot take any responsibility if they are lost or damaged. If your parents wish you to have your mobile phone with you, then you should ensure that it is switched off (not just on silent) and left in your bag at the back of the exam room. You will be reminded during the exam announcement to check your pockets and you will have a final chance to hand in your mobile phone. These will be put into numbered bags and returned at the end of the exam. You must **not** switch your phone back on until you are outside the exam room as you are exam regulations followed at all times whilst exam venues.

If a mobile phone, pager or other electronic communication device is found in your possession during an exam, even if it is turned off, the device will be taken from you and a report made to the appropriate exam board. No exceptions will be made.

Minimum penalties imposed by the exam boards are as follows (without exception):

Device found on you and turned on: disqualification from all papers for that subject including any already taken.

Device found on you and turned off: disqualification from that paper only.

Cheating

If you are caught cheating in any way in an exam, you **will** be reported to the exam boards. 'Cheating' means doing anything that is against the rules stated on the JCQ *Notice to Candidates* (included at the back of this booklet) and includes:

- Being in possession of a mobile phone/iWatch
- Using unauthorised aids

- Communicating with other candidates (by talking or otherwise)
- Copying from other candidates (including coursework)
- Having notes written on hands/arms

Please ensure that you have clean hands and arms as any writing or marks could be seen as notes and result in you being disqualified from exams.

Equipment

You must provide all your own equipment. Borrowing from other candidates is NOT allowed under any circumstances. Ordinary pencil cases or boxes are not allowed in the exam room. You should bring your equipment in a clear plastic bag or transparent pencil case.

The following equipment should be brought to EVERY exam:

- 2 ballpoint pens – black only
- 2 HB pencils
- Ruler (marked with millimetres)
- Pencil sharpener
- Eraser

For certain exams you will also need the following:

- Compass
- Protractor
- Calculator (no memory, calculator lids, or formulae instructions allowed)

You must do any rough work in the answer booklet provided. Cross out anything that you do not wish to be marked. Highlighter pens must not be used in answer booklets, but you are allowed to highlight parts of the printed questions if you wish to. You are not allowed to use correcting fluid, or correcting pens in any answer booklets. This is to protect you and your exam; if correction fluid were allowed then someone could tamper with your exam paper and it would be undetectable.

Calculators

Calculators may be used in most exams; your subject teachers will tell you if they are not allowed for a particular paper. You must bring your own calculator if you need one. You are not allowed to use a mobile phone as a calculator. Your calculator should be no larger than the regular handheld size and no printed instructions or cases are allowed. The exam boards do not make any allowances for calculator failure or operational mistakes – YOU are responsible for making sure your calculator works properly. In the event of your calculator malfunctioning during an exam, it **may** be possible to borrow one so let the invigilator know as soon as possible. If you are going to buy a new calculator, please check with your Maths teacher to see what he/she recommends.

Calculators must not:

- Have alphabetic keys
- Be programmable
- Have noisy keys which would disturb others
- Have a permanent memory

Conduct in the Exam Room

You must be silent at all times when you are in the exam room. This includes when you **enter** and **leave**. You should always be polite and respectful of the invigilators and follow their instructions at all times. Exam Invigilators are school staff and will implement the same whole school policies in terms of behaviour. If you need assistance, put your hand up clearly and wait for an invigilator to attend to you. Once you have entered the exam room, you have to be escorted at all times if you need to leave (e.g. if you need to go to the toilet). Please do not write on exam desks or deface ID cards. It is regarded as vandalism and you will have to pay for any damage, or a replacement card. You will not be allowed to leave an exam early if you have finished your work as this disturbs other candidates in the room. If you have finished your exam early, you should use the remaining time to check through all of your answers carefully.

Dictionaries

Dictionaries may not be used in exams unless they are specifically permitted by the subject specification (your teacher will tell you if they are allowed). Electronic translators are never allowed. If English is not your first language, then you may be allowed to use a bilingual translation dictionary in certain exams. However, this must be arranged before the exams begin. If you think you will be eligible to use a bilingual dictionary, see Mrs Shaw or Ms Sands as soon as possible.

Candidate Number

You will be given a 4-figure reference number that refers only to you. **You need to remember this number**, as you will write it on all your exam papers. This number will be on your exam ID card. In most exams you will be seated in numerical order within your subject.

Timetables

Please check your individual Statements of Entry/Exam Timetable carefully. If there are any mistakes (e.g. name, date of birth, exam entry etc.) you must tell Ms Sands immediately. Mistakes that are not spotted at this stage could mean that your certificate is incorrectly printed. You must always write your legal surname on your exam papers. Check each exam date carefully, and check to see if the exam is in the morning or the afternoon. If there is an exam on the list that you were not expecting to take (e.g. if you know you have already dropped or been withdrawn from a subject) you **MUST** tell Ms Sands immediately. Make sure you know which room and seat you need to go to for each exam (your room and seat number will be on your timetable, e.g. Main Hall, seat A3). Extra time will not be permitted if you have simply misread your timetable. Take special note of any re-arrangements due to a timetable clash. Seating plans and lists will be displayed in your tutor rooms and on the exam noticeboard prior to each exam. If you are not sure of your venue and seat number, please make sure that you look this up before the exam.

Times

Unless otherwise stated on your timetable, all exams at Laurence Jackson School start at 8:45am for morning papers and 1:15pm for afternoon papers. You should aim to be outside your exam venue no later than 10 minutes before the start of an exam. If for any reason you are going to be late and will miss the start of the exam, you must telephone school. You will then be told how long you have left before you will be refused entry.

Location of Exams

Your individual timetable will state where your exams will take place. Please be outside your exam venue 10 minutes before the start time shown on your timetable so that you are not in a rush before your exam. You will be told when you are allowed to enter the exam room and you must sit at the desk that has been allocated to you and indicated on your timetable, unless the invigilator instructs otherwise. If you do not sit in the correct seat the invigilators could mark you as absent. You are **NOT** allowed to enter the exam room before the exam time.

Candidates with access arrangements

Certain candidates are entitled to access arrangements and all invigilators will be aware of these requirements. The Exams Officer will have arranged the exams to ensure access arrangements are in place for candidates where applicable. If you believe you do not have your access arrangements please speak to an invigilator before the start of the exam, the invigilator will then investigate further with the Exams officer. Students with extra time will be advised by the invigilators of their finish time.

Clashes

If you notice a clash of exams, arrangements will be made for you to take these subjects one after the other, as long as the total published exam time is not more than three hours. If the total time is more than three hours, the exams will be split between the morning and afternoon sessions. If this happens, an invigilator will supervise you over lunchtime (in 'isolation'), so you will need to bring a packed lunch and a drink with you. Any clashes will be resolved before you are given your individual timetable. You will not be allowed to communicate with anyone else and will not be allowed to use your mobile phone (or any other electronic communication device) during this time.

Drinks and Sweets

You are allowed to take into the exam room water in a clear plastic bottle with the label removed. You may also have boiled sweets/mints without wrappers. You will not be able to leave the exam room to refill a bottle of water and invigilators cannot leave to do this for you, so please make sure you have enough for the whole exam time.

Prohibited Material

The following items must be left in your bag at the back of the exam room (ensure any electronic devices are switched off) or handed in to an invigilator after the announcement:

- Mobile phones, wrist watches, pagers, organisers, any type of electronic communication or storage device
- Non-transparent pencil cases/boxes
- Calculator cases/lids and instruction/formulae booklets
- Headphones, personal stereos, MP3 players, iPods, or any other kind of music storage/playing device
- Books, notes, letters, diaries or other printed material
- Bags, rucksacks, PE kits, etc.

Please remember failure to follow exam regulations could result in your disqualification from exams.

Exam Regulations

It is your responsibility to read and understand the exam boards' *Notice to Candidates*, which is at the back of this leaflet. If there is anything you don't understand ask Ms Sands. Subject specific exam questions should be directed to your teachers.

End of the Exam

The invigilators will collect your exam papers before you leave the exam room. Absolute silence must be maintained during this time. Question papers, answer booklets and additional papers must NOT be taken from the exam room. You will be dismissed from the exam row by row, and may be told which door to use. You must collect your belongings and leave the exam room as quickly as possible to allow others to be dismissed. You must remain silent until you have left reception and are outside the building.

Certificates

Certificates arrive in school about three months after you have received your results. You will be able to collect them from school. Collection dates will be on your results letter. You will need to bring ID with you or we will not be able to give you your certificates. Someone else can collect your certificates on your behalf but only with a signed letter of authorisation from you. Any certificates not collected will only be kept for one year, after which time they will be confidentially destroyed. You must keep your exam certificates in a safe place, as they cannot be replaced. If you lose your certificate you will have to pay a fee (approx. £40) and the exam board will then send you a Certifying Statement of Results (not a certificate).

Coursework

The exam boards return coursework after the results. However it has to remain locked up in school until all enquiries about results have been completed. You will be able to reclaim your coursework approximately two months after you have received your results.

Results

Results day is during the summer holidays, towards the end of August. You will be notified of the exact date. Results can be collected from school on the day, or Laurence Jackson School will post them to you if you leave a large stamped addressed envelope with the office. If you have any queries, please speak to your subject teacher in the first instance.

Special Consideration

Special consideration can only be applied for if something has seriously affected your performance on the day of an exam. Examples of acceptable reasons for application are bereavement (if a close relative or friend has passed away close to the exam), injury or illness (you would usually need a doctor's note). If, before or after an exam, you think you have a good reason for applying for Special Consideration you need to speak to either your head of year or Ms Sands as soon as possible within three days of the exam.

If you have any further question about any aspects of the exam process, please speak to Ms Sands or email examsoffice@laurencejackson.org

AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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Information for candidates for written examinations – effective from 1 September 2020

This document has been written to help you. Read it carefully and follow the instructions.
If there is anything you do not understand, especially which calculator you may use, ask your teacher.

A	Regulations – Make sure you understand the rules
1	Be on time for all your exams. If you are late, your work might not be accepted.
2	Do not become involved in any unfair or dishonest practice during the exam.
3	If you try to cheat, or break the rules in any way, you could be disqualified from all your subjects.
4	You must not take into the exam room: a) notes; b) potential technological/web enabled sources of information such as an iPod, a mobile phone, a MP3/4 player or similar device, a smartwatch or a wrist watch which has a data storage device. Any pencil cases taken into the exam room must be see-through. Remember: possession of unauthorised material is breaking the rules, even if you do not intend to use it, and you will be subject to penalty and possible disqualification.
5	If you wear a wrist watch the invigilator will ask you to remove it and place it on your desk.
6	Do not use correcting pens, fluid or tape, erasable pens, highlighters or gel pens in your answers.
7	Do not talk to or try to communicate with, or disturb other candidates once the exam has started.
8	You must not write inappropriate, obscene or offensive material.
9	If you leave the exam room unaccompanied by an invigilator before the exam has finished, you will not be allowed to return.
10	Do not borrow anything from another candidate during the exam.
B	Information – Make sure you attend your exams and bring what you need
1	Know the dates and times of all your exams. Arrive at least ten minutes before the start of each exam.
2	If you arrive late for an exam, report to the invigilator running the exam.
3	If you arrive more than one hour after the published starting time for the exam, you may not be allowed to take it.
4	Only take into the exam room the pens, pencils, erasers and any other equipment which you need for the exam.
5	You must write clearly and in black ink. Coloured pencils or inks may only be used for diagrams, maps, charts, etc. unless the instructions printed on the front of the question paper state otherwise.
C	Calculators, dictionaries and computer spell-checkers
1	You may use a calculator unless you are told otherwise.
2	If you use a calculator: a) make sure it works properly; check that the batteries are working properly; b) clear anything stored in it; c) remove any parts such as cases, lids or covers which have printed instructions or formulae; d) do not bring into the exam room any operating instructions or prepared programs.
3	Do not use a dictionary or computer spell checker unless you are told otherwise.
D	Instructions during the exam
1	Always listen to the invigilator. Always follow their instructions.
2	Tell the invigilator at once if: a) you think you have not been given the right question paper or all of the materials listed on the front of the paper; b) the question paper is incomplete or badly printed.
3	Read carefully and follow the instructions printed on the question paper and/or on the answer booklet.
4	When the invigilator tells you, fill in all the details required on the front of the question paper and/or the answer booklet before you start the exam. Make sure you fill these details in on any additional answer sheets that you use.
5	Remember to write your answers within the designated sections of the answer booklet.
6	Do your rough work on the proper exam stationery. Cross it through and hand it in with your answers. Make sure you add your candidate details to any additional answer sheets that you use for rough work.
E	Advice and assistance
1	If on the day of the exam you feel that your work may be affected by ill health or any other reason, tell the invigilator.
2	Put up your hand during the exam if: a) you have a problem and are in doubt about what you should do; b) you do not feel well; c) you need more paper.
3	You must not ask for, and will not be given, any explanation of the questions.
F	At the end of the exam
1	If you have used more than one answer booklet and/or any supplementary answer sheets, place them in the correct order. Place any loose additional answer sheets inside your answer booklet. Make sure you add your candidate details to any additional answer sheets that you use.
2	Do not leave the exam room until told to do so by the invigilator.
3	Do not take from the exam room any stationery. This includes the question paper, answer booklets used or unused, rough work or any other materials provided for the exam.