



# Bishop Stopford's School

Brick Lane, Enfield, Middlesex, EN1 3PU

Headteacher: Mrs T. Day BA (Hons), NPQH

13/10/2020

## RE: External English Language GCSE Examinations, November 2020

Dear Parents/Carers,

Please be advised that your child has been entered to sit the GCSE English language exams in the November exam series. These exams will take place on:

- Monday 2<sup>nd</sup> November 2020. 9am
- Wednesday 4<sup>th</sup> November 2020. 9am

The exams are externally set and we are unable to accommodate pupils who arrive late or without the required equipment. All examinations will take place in the old Art block, rooms W6, W7 and W8. Please ensure your child arrives at school fully equipped no later than 8:45, they should make their way directly to the Art block.

The equipment required is as follows:

- Black ball point pens – including spares
- HB Pencils
- Eraser
- Pencil sharpener
- Ruler graduated in centimetres and millimetres
- Optional - Highlighters (to highlight text in the question only – cannot be used in answers)

ALL OF THE ABOVE ITEMS NEED TO BE IN A TRANSPARENT PENCIL CASE OR CLEAR PLASTIC BAG

In order to keep your child and our exam invigilators safe in the current climate please **ensure your child brings a mask with them**, they will not need to wear this whilst sitting the exam but will need to put it on should they want to speak to an invigilator during the course of the exam. If your child brings a mobile phone to the exam this must be switched off, including all alarms, and placed in the bottom of their bag, we will not have the facilities to store mobile phones for pupils during the exam.

Pupils in Year 13 will be dismissed directly following the end of their exam unless they have a trial exam in the afternoon. These pupils will be able to remain supervised on site following their morning exam until 12:15pm when they will be able to leave the school premises for a 30 minute lunch break. They must return to school for their afternoon exam by 12:45pm.

Thank you in advance for your support with the smooth running of these exams. We would like to take this opportunity to wish your child the very best of luck and success.

Kind regards,

Dr Daniels  
Assistant Head teacher – Raising Standards and Outcomes



Telephone: 020 8804 1906 Fax: 020 8216 1760  
Email: [generaloffice@bishopstopfords.enfield.sch.uk](mailto:generaloffice@bishopstopfords.enfield.sch.uk)  
Website: [www.bishopstopfords.enfield.sch.uk](http://www.bishopstopfords.enfield.sch.uk) twitter: @BishopStopfords

