



Dream big • Do your best • Give back

13<sup>th</sup> December 2023

Dear students, parents, carers

As we approach the January exams, it is important that you are aware of all of the information available to you for the January exam season.

You will have already received your exam timetable detailing timings / seating. Live timetables can be viewed by both students and parents by logging into [www.schoolworkspace.co.uk](http://www.schoolworkspace.co.uk) using the email address registered with the school.

Please make sure you have checked your timetable and arrive at least 10 minutes before the exam start time with all of the required equipment to take the exam i.e. black pens, calculators (where required) etc.

Prior to each exam season, it is important you refer to our Exam Centre on the Gordano School website so you understand all of the information / resources available to you. The link to the page is here: [Gordano School - Exam Centre](#)

In particular I would like to draw your attention to the following sections:

- BTEC/Cambridge Technical Results Day (January exam series)
  - January 2024 Post results fees - fees / deadlines will be added to this section nearer to results day.
- Post Results Services explained
- Information for Candidates
  - Information for candidates - written examinations
  - Preparing to sit your exams
  - Warning to candidates
  - Unauthorised items poster
- Absence / Illness on the day of the exam

Should you have any questions or concerns please email [exams@gordanoschool.org.uk](mailto:exams@gordanoschool.org.uk).

In the meantime, I wish you a very Happy Christmas and all the best for your January exams!

Kind Regards

*SJames*

**Mrs Sarah James**

Examinations Manager

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