

7 January 2022

Dear Parent/Carer

Next week, Monday January 10 2022, sees the start of the formal BTEC examinations for students in both year 12 and 13. These exams will run over a 2-week period up until Friday 21 January and there will be over 250 students involved. To ensure that these examinations run smoothly we wanted to share some key information with you.

All students have had their exam timetable emailed directly to them.

Morning exams start at 9.30am prompt, students taking these exams should arrive at the academy by 9.15am. Students doing morning exams do not need to go to their morning lesson as registration will take place in the examination.

Afternoon examinations start at 1.30 prompt and students should arrive at the academy by 1.15pm.

Students taking examinations will be asked to remove watches and switch off mobile phones throughout the examination.

Students are responsible for bringing the correct equipment to exams - basic equipment includes a black pen, pencil, ruler and calculator.

Students are expected to attend all lessons as normal when they don't have an examination.

If a student is ill during this period the standard absence procedure should be followed.

Following the temporary reintroduction of face coverings in classrooms, the [public health guidance to support exams](#) was updated on Sunday 2 January. This guidance sets out that candidates and invigilators would not ordinarily be expected to wear face coverings during exams and assessments, but only on arrival and departure. Both candidates and invigilators may wear face coverings if they wish to do so.

We know the national impact of lost learning time caused by the pandemic and, at TSFA, we are proud of our response in ensuring all students have access to their full teaching allocation through face to face lessons. To minimise disruption to lessons we are using our Trinity Eats dining area for the examinations. This means that internal space will be limited during breaks and lunchtime and we are therefore encouraging students to seek alternative places to go during this time. There are a range of cafes in the town centre and all students have had the opportunity to visit the central library and should now have a library card, therefore that space is also available to them.

We appreciate your support during this time. Should you have any queries, please do not hesitate to contact the academy.

Kind Regards

Jayne Golding-Smith
Assistant Principal

Northgate House, Market St, Halifax, HX1 1UN
tel: 01422 240033 email: contactus@sixth.trinitymat.org web: sixth.trinitymat.org