



08 June 2025

Dear Students and Families,

I am writing to update you on the arrangements and expectations for the end of Year 12 exams, known at Sackville as progression exams. These exams are a very important milestone in the KS5 academic journey, giving an indicator of progress so far and helping to shape future plans and applications to universities, apprenticeships and careers. The grades achieved in the progression exams act as a driver for grades we predict to future employers and universities. However, I must stress that we do take other factors into account, including any disruption to teaching this year, and always take these decisions in the best interests of the student.

Year 12 progression exams (Mon 22-Fri 26 June)

Students have all received an exam timetable and seating plan for their progression exams. All A Level subjects have an exam, but most vocational courses do not, as the students have recently sat external exams (results of which are issued on **Thursday 13th August**; we will advise you separately of the arrangements to collect these results). Students studying vocational subjects should be advised by their teachers how to make best use of their time during exam week, for instance by working on coursework or research projects as required.

Exam timetable & rooming

Year 12 have study leave on **Friday 19th June** - there are no lessons on this day and they are not expected in school. Written exams run from **Mon 22nd to Fri 26th June inclusive**. The normal lesson timetable is suspended and Year 12 students should only attend school when they have an exam. Both the Sackville centre and B01 will be closed for study as these rooms are being used for the exams.

As there are inset days on Mon 29th and Tues 30th June, the normal Year 12 lesson timetable will resume on **Weds 1st July**, except for students involved in the Criminology Unit 1 resit on Weds 1st and Thurs 2nd July.

Exam attendance

For each of their exams, students should check which room they are in and the start time of the exam. It is vital they arrive on time at their exam venue - by **8.30am for morning exams and by 12.50pm for afternoon exams**.

All exams must be attended as per the timetable. We have very limited capacity to run any catch up sessions. It is therefore vital that students aim for 100% attendance, as they would do for external exams.

Exam equipment

Please see the link to our exams video [HERE](#) which explains what is allowed in the exam room. Water bottles must be transparent with no labels or logos and watches must not be worn. Phones should be switched off and placed in bags, which must not be brought into the exam room. We advise that valuables are not left in bags as they may not be attended.

Students are responsible for bringing the correct equipment for each exam, e.g. calculator, ruler, pens and pencils. We cannot provide spare exam equipment on the day. Students must write with black pens.



Expectations

Members of the Sixth Form team will be supervising the progression exams. We expect students to follow our instructions and to behave impeccably, as they would during public exams.

Results

Teachers will give students their exam results, along with feedback and guidance on next steps during lessons as soon as possible afterwards. The Year 12 tutor team will follow up by arranging 1:1 discussions with students. These results will be used, along with other data, to form the basis of UCAS predicted grades in the case of university applicants.

Key dates and work experience

Below, you will find a list of key dates for Year 12 between now and the end of the school year. As you will be aware, work experience is a compulsory part of our Sixth Form provision. There are still a number of students who do not yet have a placement logged on Unifrog. Students have all been offered extensive support from their form tutors, Mrs Smith and the wider Sixth Form team. Please be aware that in the absence of a placement being logged, the expectation is that students attend school to complete an online work experience programme on Mon 13th and Tues 14th July, followed by helping with lower school activities for Curriculum Enhancement Week from Weds 15th-Fri 17th July. Obviously we would much rather that all Year 12s were out gaining experience in other work places! It is not too late to secure placements, but students must engage with the support and guidance offered by the Sixth Form team.

Thank you for your support with all of the above. As always, please do contact us if you have any queries: ks5contact@sackvilleschool.org.uk.

Yours sincerely,



Ms Mel Porter
Head of Sixth Form

Key dates for Year 12:

DATE	Events
Thurs 11 June	Assembly (Dining Hall)
Thurs 18 June	No assembly
Fri 19 June	Study leave for progression exams
Mon 22 - Fri 26 June	Year 12 Progression exams
Weds 1-Thurs 2 July	Y12 Criminology: Unit 1 resit (selected students only)
Thurs 9 July	Year 12 Futures Day (students off timetable all day - further details to follow)
Mon 13-Fri 17 July	Year 12 Work Experience
Tues 21 July	Last day of teaching for Year 12, attendance on Weds 22 July is not required