

What you can do to help.

You can help by:

- Recognising how important these exams are and how much time your son/daughter will need if they are to do as well as they can;
- Not asking them to do too many chores or look after younger brothers and sisters;
- Encouraging the rest of the family to help by not disturbing revision;
- Securing a quiet place for study, where their work can be safely kept;
- Encouraging planned relaxation time (too much study is not helpful);
- Praising hard work;
- Emphasising the need for plenty of sleep;
- Helping them to forget about each exam as it is finished;
- Reminding them that it will soon be over and there will be a good break from school when they can catch up on what they have been missing!

During the exam period

Try to ensure that:

- Your son/daughter gets a good night's sleep before exams.
 - They eat breakfast.
 - They have all the equipment they need:
 - a couple of pens and sharp pencils;
 - a rubber and ruler;
 - a watch.
- Sometimes they may also need:
- a calculator;
 - a protractor.
- They know the start times of every exam that day.
 - You wish them well; tell them they have worked hard enough and that they can only do their best.
 - You look forward to seeing them at the end of the day and focus on what they have done well.

Please remember that you must contact the examinations officer, Mrs D Phillips, if your son/daughter is unable to attend for an examination. A medical note will be required by the examination board for the school to request special consideration.

Please do not hesitate to contact Mrs Phillips at the school if you require further information regarding exam procedures.

GROVE

Advice for Parents and Guardians



Helping your son or daughter prepare for examinations

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Introduction

This year your son/daughter will be sitting important examinations which are not only stressful for students but parents as well.

This leaflet has been designed to give you some advice on how you can help your son/daughter to achieve their best.

Students who do best in exams

- Have revised thoroughly and carefully.
- Feel confident.
- Have parents who take an interest in and support their revision.

Before the Exams

All written GCSE exams take place between Monday 17th May and Wednesday 30th June 2010. Some practical and oral exams may be before these dates. There are no exams during the week beginning Monday 31st May, when schools are normally on half-term break.

Before exams start your son/daughter will be given a statement of entry to check. This will tell you and your son/daughter exactly which examinations they have been entered for. Please check it carefully for exam clashes, correct subjects and correct tier of entry. If you are unsure please ask – it is much easier to sort out problems at this stage than later.

A final statement of entry will confirm any changes that may have been made together with a timetable showing rooms and start times.

During the Spring Term

Get your son/daughter to check that they have all the notes and books they need for revision. Get them to talk to their teacher or mentor if they are missing any.

Check that they have a revision timetable which includes the dates and times of the examinations in May and June.

Make sure that coursework deadlines are also included on the revision timetable. Your son/daughter will not be able to do as much revision when they are working hard to complete coursework.

The timetable should be used to plan revision sessions. These should be spread out evenly so that your son/daughter is not planning to do too much all at once.

Having the timetable displayed in their room is a good idea as it will help them stick to the plan.

Check how they are doing by letting them explain something they have learnt. It's a good rule of thumb that if you can follow their explanation then they will be able to produce a good answer to an exam question on that topic.

Encourage your son/daughter to ask for help at school on any parts of their work they do not understand.

Encourage your son/daughter to persevere and to work hard in the run-up to the exams.

Useful Revision Tips

You can support your son/daughter by helping them to follow these tips:

- Plan for half-hour sessions or an hour at most. Any longer and it is likely that nothing more will sink in. Take a short break in between sessions and have a glass of water or something similar to drink.
- In the evenings after school, plan to revise one or two subjects only. Leave some time for relaxation.
- Plan to revise specific topics in each subject, not everything at once.
- Ensure that each session starts with tackling the most difficult bits.
- Plan to cover each subject several times and revisit each one near to the exams.
- Revising with the TV or radio on or with loud music is not a good idea. (Having their favourite music in the background may help).
- Reading is not generally enough. Making brief notes in either words or pictures helps them to remember.
- Have all the books they need to hand so they don't have to go off looking for information.
- At times working with a friend can be useful because it allows them to test each other and to talk about the work.