

“Everything is possible for one who believes”

MARK 9:23

Our ref: DWD/RMW

30th April 2026

Dear Parents/Carers

Re: Year 11 GCSE Examinations – Important Information

We are writing to provide essential information regarding the upcoming GCSE examination series. This is a significant milestone for our students, representing the culmination of five years of dedication, growth, and hard work.

Exam Schedule and Attendance

The full, comprehensive list of examination dates and times is now available on the school website under the **Exams** section. We encourage you to review this schedule with your child to ensure they are fully prepared for their specific subjects.

Please be advised of the following attendance requirements:

- **Mandatory Attendance:** Students must attend all scheduled examinations in full school uniform.
- **Illness:** In the event of severe illness, the school must be notified immediately on the morning of the exam.
- **Medical Evidence:** To comply with exam board regulations, any absence due to illness must be supported by formal evidence from a medical professional.

On-the-Day Procedures

To ensure a calm and focused start to every assessment, students are required to attend school every day as normal. Furthermore:

- **Arrival Time:** Students must report to the **Activity Studio no later than 15 minutes before** the start of each exam.
- **Punctuality:** Late arrival can cause significant stress for the student and may, in some cases, lead to the exam board refusing to accept their paper.

Principal: Mrs Gemma Earles, MA, NPQH

Bradford Forster Academy, Fenby Avenue, BD4 8RG

☎ 01274 302400

✉ info@bfa.bdat-academies.org

🌐 www.bradfordforsteracademy.co.uk

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Financial Responsibilities and Conduct

We would like to bring to your attention the financial implications regarding exam entries. The school invests significantly in these qualifications; however, parents may be charged the **full cost of the examination entry** in the following circumstances:

1. If a student refuses to attend a scheduled exam without a valid medical reason.
2. If a student commits an act of **malpractice** (such as bringing a mobile phone into the hall or engaging in academic dishonesty) that results in disqualification.

A Message of Support

While the technicalities of exam season are important, our primary focus remains the well-being and success of our students. We have seen firsthand the incredible effort they have put into their studies over the past five years.

On behalf of all the staff, we would like to wish every student the very best of luck. We are immensely proud of their progress and look forward to seeing their hard work rewarded.

Yours faithfully

A handwritten signature in black ink, appearing to read 'D. Whitehead', with a stylized flourish at the end.

Diane Whitehead
Vice Principal, Quality of Education