

# WOODBIDGE HIGH SCHOOL



## Examinations Policy Statement

### Rationale

Public examinations provide vital summative assessment, generally at the end of a key stage. This assessment gives information to students, parents, other education institutions, local authority and government agencies and employers about knowledge, understanding and skills achieved. To this end the school participates willingly in the administration of these examinations in the best interests of the students and the school. In addition other internally set and marked examinations may take place at other stages in a student's progress through the school in order to both prepare for public examinations and check student learning.

### Purposes

Woodbridge High School will ensure that:

The exams system in this school combines entitlement with flexibility.

Students are given the opportunity to demonstrate the highest achievement of which they are capable and competent; administration helps them to achieve their best.

Students undertake examinations knowing what is expected of them in terms of preparation and behaviour.

Students are guided in their decisions about whether to withdraw an examination entry and do so with full knowledge of the implications for their careers or further education.

Staff understand fully their obligations and responsibilities with relation to examinations.

The school meets the requirements of examination security and is properly equipped to undertake the administration of examinations, including data processing and a results service.

Accurate examination data is available to inform target setting.

Curriculum planning, target setting and careers links take into account up-to-date information on the current examinations system.

Approved by the Curriculum Committee on the 10<sup>th</sup> November 2016

Reviewer: Deputy Headteacher

Date of Next Review: Autumn 2019