



Charles Darwin School

Operated by the Charles Darwin Academy Trust

Headteacher: Aston Smith, BA (Hons) MA NPQH

Summer 2022

What to do if you feel unwell or have a positive Covid test result on the day you are due to sit an examination:

- You should, whenever possible attend your examinations but follow the UKHSA guidance on the sheet 'Living with Covid, advice for those 18 or under.
- If you are unable to attend please inform the school via the absence line 01959574043 option 1. If possible please send an email to examsofficer@cdarwin.com as well.
- You and your parents will need to complete JCQ form 14 and return it to the examinations office.
- Further guidance and JCQ form 14 can be found on the Charles Darwin website.
- The school can then apply for special consideration on your behalf for the missed examination session/s.
- You should be able to obtain an overall grade for the qualification as long as you attend as many exams as you can.
- Please ensure that you and your family understand the declarations by Candidate and parent concerning false information about examination absence. All special consideration applications are required to be verified by a member of SLT and any false declaration will result in disqualification and no grade will be awarded.

Yours sincerely,

Mr M Boyden

Deputy Head