Queen Mary's Grammar School
Headmaster: R J Langton, M A

14th April 2026

Dear parent/guardian

Arrangements for formal assessments in Year 12 – Summer 2026

We spoke at the Year 12 Futures Evening with regards to our plans for the sixth form curriculum and assessment and would like to confirm some Summer term arrangements with you in advance.

Timing of exams

We will, once again, run an internal exam period for Year 12, to coincide with the main period of public exams. This will take place in three school weeks beginning **Tuesday 5th May, running until Friday 15th May**. During this time, the students will sit A-level style papers in all subjects and *will be granted study leave for the time where they are not required for an exam*. The vast majority of papers will take place in the Sixth Form annexe, and all will be invigilated in the same way as public exams. We are treating all exams with the same level of seriousness and will expect an appropriate medical note (or relevant document) if a student is absent for any paper. ***For students who study one subject at a MAT school*** *– lessons will continue as normal during our exam period, so you will be expected to attend MAT school lessons unless you have an exam that clashes. Please communicate with staff if this is the case.*

The exam period will be followed by the World of Work Week, during which time (**18th – 22nd May**) all members of Year 12 should be completing a work experience placement. Mr Sunley will confirm arrangements with any pupils unable to find placements. *Lessons will then re-start after the half-term break on* ***Monday 1st June*** *at 8.45.*

Extenuating Circumstances

It is unfortunate that some pupils face medical issues or family situations during the examination period. If there is something of this nature that impacts your child during the examination period, it is important that you let us know immediately. I would ask that you do this via the Form (link below) designed for this purpose. The deadline for completion of this Form is **12th June**.

Year 12 Examinations - Extenuating Circumstance Form 2026 – Fill out form

Setting, marking and security of exam papers

Over the past few years, we have worked with Heads of Department to agree consistency in the approaches to setting the exams. I have encouraged staff to work with the exam boards (including being involved in pilot projects) in order that the papers we set are as realistic as possible. Mark schemes are carefully designed and every effort will be made to make these secure. They will not simply be past papers or specimen materials produced by exam boards. All marks will be moderated and grade boundaries set based on exam board guidance and modelling based on previous A-level performance at QMGS. I have instructed the examinations office to treat these papers with the same level of integrity as with external exams.

Publication of results and follow up procedures

We intend to publish the internal exam results on Wednesday 17th June. We will use this opportunity to review the results with students and invite parents in (if necessary) to discuss potential issues. Despite not having a transition policy it may be necessary to consider options if there is a significant underperformance.

UCAS predicted grades

We will continue our policy of basing UCAS predicted grades on the outcomes of the exams at the end of Year 12. As described at Futures Evening, we are taking the decision to increase all exam grades by one grade in order to produce predicted grades.

Any appeals following this process should be to Mr Matley by the **deadline of the 16th October (7th September for priority applicants).** An uplift of two grades will only be considered in exceptional circumstances: medical reasons, family circumstances or a clear and evidenced variation from general performance in Year 12. These appeals will be via a Microsoft Form.

It is vital that we have a consistent and strict approach to setting UCAS grades in order to maintain our excellent reputation amongst higher education institutions and I am confident that this approach achieves this.

Please complete this Form Parental Receipt of Y12 Examinations Letter 2026 – Fill out form to confirm that you and your child have read and understood the school's arrangements for Year 12 Summer exams and the deadline of 16th October for any request for predicted grade changes to be lodged with Mr Matley.

Thank you for your continued support.

Yours sincerely

Richard Langton
Headmaster