



Exam Season

What do you need to do if your child is unable to attend an exam due to illness or other unforeseen circumstances?

Unfortunately, candidates fall ill immediately before or on the day a test is scheduled for. If the illness is not deemed to be serious enough (e.g. cold, incipient flu, muscular pain, etc.) it is always advisable for candidates to try to sit their test. If afflicted by illness, we will strive to help him/her be in the best possible conditions while sitting the exam.

If the illness requires immediate medical attention due to its seriousness – or in case of accidents or/and other adverse circumstances-, please remain calm, make an appointment to see your GP as soon as possible, and let either the school reception or the Examinations Officer know that the student will be absent and a short description of the reason why. As the exam season is a busy period you may not get to speak to me directly but, please, leave a message on my voicemail or send me an email.

When the student is well enough to return, he/she can bring a note/letter from the GP – or referral to a specialist, note from A&E or hospital surgeon - so that I can request **special consideration**. You can always bring the documentation to school yourself and leave it in reception for my attention. If you have a printer/scanner, you can also scan the document and send it to me as a PDF attachment.

Please do not hesitate to contact me if you have any queries.

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