



16th February 2024

Dear Parent/Carer

I am writing to inform you of some key dates with regards to the NCFE Enterprise qualification.

NCFE Non-Examined Assessment

The NCFE Enterprise non-examined assessment (NEA) that will be taking place the week beginning the 26th February 2024 until 22nd March 2024. Students will have 21 hours to complete the assessment. These will be complete in both lesson times and in 4, 2 hour blocks off timetable on the following dates.

Friday 1st March - Lesson 3 and 4

Friday 8th March - Lesson 3 and 4

Wednesday 13th March - Tutor time, lesson 1 and 2

Wednesday 20th March - Tutor time, lesson 1 and 2

The NEA is worth 60% of student's final grade and therefore imperative that students take the NEA very seriously both in terms of their preparation and conduct. Students need to arrive to their NEA on time and in the event of an absence they would be required to catch up on time missed.

Students will be adhering to the JCQ regulations. Regarding electronic devices, in particular mobile phones, these must not be in the possession of the student nor inside the room; all such items must be handed in prior to the start.

NCFE Written Examination

The written exam will take place on **Thursday 6th June 2024 at 1:30pm**. This is worth 40% of their final grade and students must complete the exam as well as the NEA to get a qualification.

Yours faithfully

Miss Keith
Vocational Lead