

Headteacher: Mrs Kelli Foster
BA (Hons) with QTS

Mark Rutherford School
Wentworth Drive
Bedford MK41 8PX



MARK RUTHERFORD
SCHOOL

11 October 2024

Dear Parent/Carer,

Information for Candidates

Please find attached here Information for Candidates guide for all students in examination year groups (Year 10 to Year 13). This document ensures that students are clear on JCQ regulations covering all examinations, coursework and Non-Examination assessments. It is essential that all students are aware of malpractice and the importance of following the rules around examinations and assessments. We would like to ask for your support to ensure that your child fully understands the rules around this and pay particular attention to this section. The document also provides guidance in relation to social media and AI use in assessments. Students are required to read through the Information for Candidates guide and return the Candidate Confirmation form to their form tutor by **Monday 21 October**. You will find a copy of this form within the guide for your reference. We have also included a helpful JCQ checklist called On Your Exam Day.

Information for external examinations in 2025

As a centre we are required to notify you of the JCQ published contingency days so that you can ensure your child is available in the event the contingency plan is evoked. The contingency sessions are 11 June 2025 and 25 June 2025. This will apply to Year 11 and Year 13 students.

Yours faithfully,

Mrs Spencer

Deputy Headteacher

Tel: 01234 290200 • Fax: 01234 290236 • email: mark.rutherford@mrus.co.uk • www.markrutherford.beds.sch.uk

 [mark_rutherford](https://twitter.com/mark_rutherford)

 Mark Rutherford School

Company Number 08316719

