

HENDON SCHOOL



'Learning together across the world'



COMMUNITY LANGUAGES at HENDON SCHOOL

2016

Hendon School, Golders Rise, Hendon, London NW4 2HP. Tel: 020 8202 9004

Hendon School Community Languages 2016

As part of the Language College initiative, Hendon School will once again provide facilities for pupils in all Barnet Secondary Schools to gain qualifications in their mother tongue/community language. Hendon School will make all the arrangements for entries for such pupils, unless certain units are to be entered at the candidate's own school.

It will be the responsibility of the candidate's school to ensure that:

1. A copy of the application form (pages 7 & 8 of this pack) is completed fully for each pupil. **Incomplete forms will not be processed.**
2. A cheque to cover the cost of entry is attached. (It is entirely your decision as to whether, as a school, you pay for the entries or require the pupils to do so).
3. The pupil is at an appropriate level to take the examination. (At Hendon, we usually check with the teacher at their language school, if they attend one, or otherwise with the parent). We also usually limit applications to those in Year 9 upwards as they need a degree of maturity to be able to tackle the examinations.
4. The candidates turn up on time on the day of the exams fully equipped and with **proof of their identity including a clear and recognisable photograph** (i.e. passport, oyster card, etc.). **Candidates who fail to bring adequate proof of identity may not be permitted to take the examination.**

Please send the application with the cheque, made payable to Hendon School, to Mrs.Nisha Patel, Examinations Officer, Hendon School, Golders Rise, Hendon, London NW4 2HP, by **Friday 8th January 2016**. (Please note that under no circumstances, will applications be accepted after that date.)

As soon as possible after the spring half term break, (15th – 19th Feb), candidates will be sent timetables, along with other important information.

If you have any questions or queries, please feel free to contact Mrs. Nisha Patel via email at: pateln@hendonschool.co.uk

Community Languages available at Hendon School in 2016

All entry fees are as follows:

	GCSE	AS	A2
OCR			
Dutch	£70	£80	£80
Gujarati	£70	£80	£80
Persian (Farsi)	£70	£80	£80
Portuguese	£70	£80	£80
Turkish	£70	£80	£80
EDEXCEL			
Arabic	£70	£80	£80
Chinese*	£85	£95	£95
Italian*	£85	£95	£95
Japanese	£70	£80	£80
Modern Greek	£70	£80	£80
Russian	£70	£95	£95
Spanish*	£85	£95	£95
AQA			
Bengali	£70	£80	£80
Panjabi	£70	£80	£80
Modern Hebrew	£70	£80	£80
Polish	£70	£80	£80
German*	£85	£95	£95
French*	£85	£95	£95
WJEC			
Welsh*	£85	£95	£95

PLEASE NOTE:

- An additional **£40** is payable for pupils attending a school outside of the Borough of Barnet.
- Candidates wishing to take the **speaking unit only** at Hendon School will be charged **£30**.
- Candidates wishing to sit only the **controlled assessment writing unit** for GCSE Chinese, Italian, Spanish or Urdu will be charged **£30**.

CONTROLLED ASSESSMENT

Writing: **GCSE Chinese, Italian, Spanish, German, French and Welsh.**

The subjects marked with an * (GCSE Chinese, Italian, Spanish, Urdu and Welsh) have a controlled assessment writing unit at GCSE level. This consists of two separate writing tasks, each of which is written in a one hour supervised session. Students are permitted a total of six hours preparatory work for these assignments, again which is carried out under controlled supervised conditions.

Hendon School will provide three Saturday sessions to carry out the controlled assessment writing element. The preparation sessions will be run by qualified staff, the third session by examination invigilators. These will be:

Sat 5 th March 2016	1.30pm – 4.30pm	Preparation session
Sat 12 th March 2016	1.30pm – 4.30pm	Preparation session
Sat 19 st March 2016	1.30pm – 4.00pm	2 x 1hr write up sessions

Candidates are expected to attend these sessions fully prepared with equipment and dictionaries if they need one.

The tasks for the Controlled Assessment Writing unit will be distributed at the first session on 5th March, 2016.

There will also be time in these sessions for candidates to discuss and plan the speaking unit of their exams with the teacher/examiner.

It is the responsibility of the candidate to ensure that they attend all three Saturday sessions if they have chosen an exam with a controlled assessment writing unit (i.e. GCSE Chinese, Italian, Spanish and Urdu).

There will be no further opportunity to sit this element of the examination.

CONTROLLED ASSESSMENT

Speaking: **All languages and levels where there is a speaking exam**

Where possible, the speaking examinations will be held on **Monday 11th April, 2016** at Hendon School.

However, due to examiner commitments, exams may be scheduled in the evenings on later days, plus on some weekends throughout April/May.

Candidates will be informed of their time along with those of the other elements of their exam after February half term.

Every year, we have a small number of candidates who come totally unprepared for their speaking exam. One aspect common to most languages is a 5 minute topic presentation. A list of the topics and all syllabus requirements can be obtained from the examination boards website: www.ocr.org.uk www.edexcel.com www.aqa.org.uk www.wjec.co.uk

HENDON SCHOOL CANNOT ACCEPT ANY RESPONSIBILITY FOR A CHILD LOSING MARKS FOR BEING UNPREPARED. IT IS THEREFORE ULTIMATELY THE RESPONSIBILITY OF THE PARENT/CARER TO ENSURE THAT THEIR CHILD IS FULLY PREPARED FOR THEIR EXAMINATIONS.

KEY DATES & INFORMATION

8th January 2016

Deadline to return Application Forms

GCSE controlled assessment writing sessions: GCSE Chinese, Italian, Spanish, German, French & Welsh.

Sat 5 th March 2016	1.30pm – 4.30pm	Preparation session
Sat 12 th March 2016	1.30pm – 4.30pm	Preparation session
Sat 19 st March 2016	1.30pm – 4.00pm	2 x 1hr write up sessions

Mon 11th April 2016 Majority of speaking examinations to be held at Hendon School
(some speaking exams scheduled after this date)

May/June Exam start times:

A.M. session on exam timetable: Candidates to be at Hendon School at 08:45
for a 09:00 start

P.M. session on exam timetable: Candidates to be at Hendon School at 12.45
for a 1:00pm start

Results:

Results will be available from Hendon School between 10:00 & 12:00 on the following dates:

18th August 2016 GCE results day

25th August 2016 GCSE results day

They will then be available for collection from school reception at the start of the academic year in September.

Early November 2016 Certificates will be available for collection from Hendon school reception.

**** WE ARE UNABLE TO SEND ANY RESULTS BY POST UNLESS PROVIDED WITH A STAMPED ADDRESSED ENVELOPE ****



APPLICATION FORM FOR CANDIDATES OF COMMUNITY LANGUAGE EXAMINATIONS
CANDIDATES IN BARNET SCHOOLS MUST APPLY THROUGH THE EXAMINATIONS OFFICER AT THEIR SCHOOL

Please complete pages 7 & 8 and return no later than

FRIDAY 8th JANUARY, 2016

to:

Mrs. Nisha Patel, Examinations Officer, Hendon School, Golders Rise, Hendon. NW4 2HP.

Language:

_____ (If Chinese, please specify Mandarin or Cantonese)

Part 1 – Candidate Details

Name(s) of candidate (as you wish it to appear on the certificate)

Surname:

First Name(s):

Sex: Male / Female (Please circle) Date of Birth (DD/MM/YY):

School Year: 9, 10, 11, 12, 13, (please circle)

UCI Number (Unique Candidate Identifier) of the candidate. (The Exams Officer at the candidate's school has this):

ULN Number.....

Home address:

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Email address.....

Contact Number:

Entered Date		Date of Payment	
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