



The Crossley Heath School

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Dear Parent/Carer,

I am writing to tell you about the next MFL examination which your son/daughter will be undertaking and to offer some advice on ways in which you can support him/her in preparation for this and the remaining examinations.

In the next week, your son/daughter will be having a shorter, mock version of the MFL speaking examination. He/she should be as prepared as possible for this in order for it to be a realistic and productive experience. However, there is over a month between the mocks and the real examination, giving students the time to improve on any areas for development identified in the mock examination. In the two weeks after the Easter holidays your son/daughter will be taking his/her actual MFL speaking examination, which counts for 25% of the final grade and which cannot be retaken at a later date. For this examination he/she will have practised role-plays and photo cards, as well as possible answers for a conversation on a range of topics. The conversation lasts 5-7 minutes (Higher tier) and, whilst your son/daughter does not know the exact questions in advance, he/she should rehearse as many questions which might be asked as possible. In lessons prior to the examination, your son/daughter will be allowed time to practise.

There are a number of things which can be done to ensure this examination goes as well as possible:

- Students should revise from any role-plays and photo cards in their speaking booklets. They can access additional practice resources at the end of each chapter in the digital textbook via Kerboodle. Learning vocabulary, revising grammar and in particular verbs and tenses will also be very helpful here.
- Students must prepare and rehearse questions on all the topics we have covered. Answers should be detailed and should use a range of tenses, complex structures, opinions and reasons. Students know they will be asked questions on a particular 'theme' and this should be particularly well-rehearsed. The other conversation 'theme' is selected at random from a choice of two and the students do not know which they will get until they are in the examination room. Therefore, the more questions the students can practise in advance, the better. Some students find it useful to record themselves and listen back to it, whilst others find 'being tested' by friends or family members helpful.
- Whilst many conversation questions can be rehearsed, students must also remember the need to be flexible and spontaneous.

As this is a public GCSE examination, the rules outlined below must be followed by every student:

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- Students must not bring any mobile phones, smart watches or other electronic devices into the examination room.
- If your son/daughter is ill on the day of the examination, he/she must produce a doctor's note and you should phone school to notify the teacher. If a doctor's note is not produced, the student will be awarded 0 marks for this examination, as would happen in any other public examination.
- Once a student enters the examination room, he/she must complete the examination. If he/she cries, freezes or fails to say anything, the teacher will employ the appropriate tactics to encourage the student to talk and carry on. Teachers are not permitted to stop/restart the recording at any point. If the student breaks down before the recording commences, the teacher will give him/her sufficient time to compose himself/herself and will then carry on with the exam.
- The MFL teachers operate a tight timetable with little flexibility. Therefore, any request from students on the day to rearrange the examination to another time/day will be refused. Students should advise their teacher as early as possible of anything which may clash with the examination.
- Students must attend the examination on time. They will be given their personal exam time and date by their teacher.

The class teacher will discuss all these guidelines with your son/daughter before the examination.

Your son/daughter will also sit Writing, Listening and Reading examinations in May/June, each worth 25%. There are a number of ways in which he/she can prepare for these three examinations:

- Practise writing passages of between 90 words and 150 words about all the topics we have covered using a range of tenses and structures.
- Revise grammar notes and practise using verbs, tense and complex structures.
- Practice translating short passages into and out of the target language. There are plenty of these in the Kerboodle textbook and in the revision guides.
- Learn vocabulary on all topics, using the text book and vocabulary booklets provided by the teacher.
- Use the revision guides to learn vocabulary and practise example questions.
- Use the digital textbook via Kerboodle to access extra exercises including audio tracks.
- Complete any past or sample listening and reading papers provided by the teacher.
- Complete the Authentik listening and reading booklets (the audio files are on the VLE) and use the answer pages to self-assess the work.
- Revise class notes for all topics, complete any unfinished pages in the topic booklets and consult the relevant chapters in the textbook (Kerboodle).
- Use the languages websites to which we subscribe to practise vocabulary, reading and listening skills.

- Contact the teacher in school if any more advice or support is needed in the run-up to the examinations.

I recognise that this is a very demanding and important time for your son/daughter. I hope, therefore, that this information will help you to support your son/daughter as fully as possible in gaining the best grades he/she possibly can in MFL.

Yours sincerely,

Mrs A Hazelton

Department Leader for MFL

