

Dear parent(s)/guardian(s)

Performance in examinations doesn't define you or determine whether and how you will succeed in life, however, like you, we want your child to have a fair chance to show what they have learnt during their GCSE or GCE course. To help achieve this, we'd like to make sure you're aware of the importance of exam paper security during the exam period and what you can do to help.

### **How do Exam Boards keep exams secure?**

All exam boards take a number of steps to protect the security of exam papers. This includes using enhanced tracking technology during the distribution of the exam papers and strict controls within schools on how the papers are received and stored.

### **What you can do to help**

- Make sure your child knows the rules – mobile phones, or any unauthorised materials, are not allowed in exam rooms and can lead to disqualification.
- Check that your child is familiar with the exam regulations, and that they know to ask a teacher if they have any questions or concerns.

Unfortunately, a very small number of people break the exam rules. Whilst this is extremely rare, the consequences can be very severe for those involved and can lead to them being disqualified from their exams and unable to take exams with any exam board – not just in the year that they were due to take them, but for a number of years afterwards.

You will also want to know that we take action against those who break the rules. In the most extreme cases, this can result in criminal proceedings. Last year, you may have heard that there was a very limited breach affecting a very small number of students. In February 2019, the police referred this case to the Crown Prosecution Service. The individuals responsible are now being held to account for the disruption that they caused.

### **Reporting concerns about malpractice**

If you have any information about potential malpractice, please contact your child's Headteacher immediately. Alternatively, you can contact Pearson in confidence by emailing [pqsmalpractice@pearson.com](mailto:pqsmalpractice@pearson.com).

I'd like to thank you for your support and wish your child good luck with their exams.

Yours sincerely,



**Derek Richardson**  
**Vice President, Responsible Officer**