



Hall Green School An Academy

30 September 2026

Dear Parents/Carers,

Re: Important JCQ Information – Year 11 Students

I hope you are well.

As our Year 11 students begin preparing for their examinations and assessments later in the academic year, we would like to ensure that all students and their parents/carers are aware of the important regulations and expectations set out by the Joint Council for Qualifications (JCQ).

JCQ provides guidance that students must follow when undertaking examinations, coursework and Non-Exam Assessments (NEA). It is important that students familiarise themselves with these requirements well in advance, so they understand what is expected of them throughout Year 11.

We have provided links below to a number of important JCQ documents for students and parents/carers to read:

- **AI and Assessments** – information about AI, it's misuse and how students can ensure that their work is their own not from AI.
<https://www.jcq.org.uk/wp-content/uploads/sites/2/2026/09/IFC-AI-Assessments-2026.pdf>
- **Social media and examinations** – guidance on the appropriate use of social media in relation to examinations and assessments.
<https://www.jcq.org.uk/wp-content/uploads/sites/2/2025/09/JCQ-Social-Media-Infographic-v6.pdf>
- **NEA/Coursework submission** – guidance relating to the completion and submission of Non-Exam Assessments and coursework.
https://www.jcq.org.uk/wp-content/uploads/sites/2/2026/09/Instructions_NEA_26-27_FINAL.pdf
- **NEA Authentication Declaration** – information about the requirement for students to confirm that work submitted for assessment is their own.
https://www.jcq.org.uk/wp-content/uploads/sites/2/2026/09/Instructions_NEA_26-27_FINAL.pdf (Read Page 37 - Appendix 4)
- **Information for candidates – written examinations** – important information about examination rules and regulations.
https://www.jcq.org.uk/wp-content/uploads/sites/2/2026/08/IFC-Written_Examinations_2026_FINAL.pdf
- **Information for candidates – coursework/NEA** – guidance for students completing coursework and other non-exam assessments.
https://www.jcq.org.uk/wp-content/uploads/sites/2/2026/08/IFC-Coursework_Assessments_2026_FINAL.pdf

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- **Information for candidates – on-screen examinations** (*where applicable*) – guidance for students completing examinations on a computer.

https://www.jcq.org.uk/wp-content/uploads/sites/2/2026/08/IFC-On-Screen_Examinations_2026_FINAL.pdf

We would encourage all Year 11 students and their parents/carers to read the relevant documents carefully. Although the examinations and assessments will take place later in the academic year, it is important that students understand these requirements from the outset.

Students should be particularly aware that:

- Work submitted for assessment must be their own.
- Plagiarism and unauthorised assistance are not permitted.
- Students must follow their teachers' guidance regarding the use of online resources and AI when completing assessed work.
- Examination regulations must be followed at all times.
- Students should be mindful of what they share on social media in relation to examinations and assessments.
- Students may be required to complete and sign authentication declarations confirming that their submitted work is their own.

We appreciate your support in helping our Year 11 students understand and follow these important requirements. Familiarising themselves with the guidance now will help ensure that they are well prepared when they begin their examinations and assessments.

If you have any questions regarding the information provided, please do not hesitate to contact the school.

Thank you for your continued support.

Kind regards,



Miss S Khan
Exams Officer

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