

Educational Services

Head Teacher: Katie Schlesiger

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Our Ref: JMcG/LB Your Ref:
Date: 30 March 2026



Dear Parent/Carer

Qualifications Scotland Examinations

Examinations for S4, S5 & S6 pupils in Queen Margaret Academy begin on Wednesday 22 April 2026.

Please note the following information:

- The final day for S4 and S5 pupils to attend classes before study leave commences is Tuesday 21st April. It is essential that all pupils attend all classes until this date to ensure they are fully prepared for the examinations.
- The normal timetable is suspended for pupils during Qualifications Scotland examinations. This means that pupils will only have to attend school when they have a scheduled exam.
- A register of pupils in school on the day of each exam will be taken. Please ensure that pupils arrive 15 minutes before the start of any exams. It is the responsibility of individual pupils to ensure that they are registered at the start of each day during the exams. It is also the responsibility of pupils to be aware of their Scottish Candidate Number and their seat number for the exams, both of which will be displayed outside the exam hall prior to exams.
- During the exams, pupils should continue to wear full school uniform. Any pupil who attends school during the exam period out of uniform risks being sent home to change and the start of their exam being delayed.
- Please support your child by ensuring that he/she is properly prepared for each exam: that they know the times of papers, where they should be, that they have the proper equipment etc. The Qualifications Scotland website provides lots of useful information.
- Any pupil who has Assessment Arrangements in place will be informed of this and the location of the relevant exam. They should speak to Mrs Collins (PT Pupil Support) in the first instance if they have any questions in relation to this.
- If you feel that circumstances outside of school, such as a family bereavement or medical condition, mean that your child's performance in any examination may be adversely affected, please contact Jacqui McGhie (DHT) as soon as possible. It is essential that contact is made immediately as the Qualifications Scotland no longer grant appeals for any pupil who may not perform as well as expected in an examination. The appeals process has been replaced by the Post Results Service. More information about this can be found on the QS website.

Return Date for Senior Pupils

Senior pupils are expected to return to school on Monday 1st June at 8.45am.

Finally, best wishes to all pupils who will be involved in the forthcoming examinations.

Yours faithfully

Ms J McGhie
Depute Head Teacher and Qualifications Scotland Co-Ordinator