



THE LATYMER SCHOOL

Founded 1624

GUIDANCE ON Examination Policy for Non-Curriculum Entries (NCE)

Policy adopted	Approved by Governors March 2011 (Updated September 2016)	
Approved by	Curriculum and Standards Committee	March 2026
Policy circulated	Full Governing Body Meeting April 2026	
Review policy	March 2027	

Latymer Examination Policy for Non-Curriculum Entries (NCE)

Group A Subjects

Taught MFL languages at Latymer but not studied by the student at school
i.e. French, German Russian

Group B Subjects

Community/Mother tongue languages e.g. Modern Greek, Chinese

Group C Subjects

Other subjects not taught and entered at Latymer, e.g. Dance

Group D Subjects

University entrance tests taken at The Latymer School, for example BioMedical Admissions Test (BMAT)

1. Parents will pay for all entries studied outside the curriculum, but the school will accommodate the exam if possible, if resources allow for this.
2. At GCSE, where an oral examiner is required, the school will not pay the oral examination fee. The oral examination fee is that agreed by the Examiner.
3. Applications for all NCE must be with the examination officer by 31st October of the academic year of the examination.
4. The Deputy Head Curriculum will determine if the entry for candidates in Year 10 and 11 is appropriate and does not conflict with the taught GCSE entries. The Deputy Head, Sixth Form will determine if the entry for candidates in Years 12 & 13 does not conflict with the taught curriculum at A Level.
5. Only one entry from Groups A, B & C can be made at any one examination session.
6. It will be expected that GCSE and A Level entries will be made at the appropriate Key Stage, unless exemption has been agreed. i.e.
 - a. GCSE entries are not usually allowed before Year 10, but may be considered as appropriate.
 - b. AS & A2 units can only be taken in Year 12 & 13.
7. Where the school decides against supporting an entry for an examination, the examination cannot be taken through The Latymer School.
8. For Summer 2026, no entries have been agreed, due to staffing capacity in Exams.
9. Guidance will be reviewed for 2027 entries to see if this becomes possible again.