

EXPECTATIONS OF STUDENTS IN EXAMINATIONS



Make sure you arrive on time for all your exams, in **full school uniform**.

If you are running **late** or will **miss** the exam, please **call the school ASAP 01179527100** to let us know. You will need a medical certificate if ill or a **valid** reason for missing an exam.

Bring with you an **exam pack** containing all the correct equipment: -

Clear pencil case containing **2 BLACK ink pens/biros**, pencil, **clear** ruler, rubber for **all** exams, plus protractor and compass for Maths exams (maths sets in tins or plastic boxes are not acceptable).

Calculator (scientific) where applicable. Make sure you have cleared anything stored in the memory. Remove the lid and leave it in your bag.

Clear, see-through water bottles are allowed, but you must **remove all labels** from the bottle. **There must not any writing, logos or markings on the bottle.**

Please wait in the **allocated area (Canteen)** where you will line up for the first drill.

You must **enter** the exam room **in silence**.

Mobile phones, AirPods, Earphones/Earbuds, an iPod, MP3/MP4 players, smart glasses or watches of any kind should be left at home or in lockers. They must be left **switched off** in bags in the exam room, but the school does not accept any responsibility for loss. If a device goes off in an exam it will result in your exam paper being cancelled.

AS SOON AS YOU ENTER the exam room there must be **no speaking, no turning-around, no communicating** with other students. Any such misbehaviour will result in your exam paper being cancelled. You should put up your hand if you need to attract the invigilator's attention.

You are NOT ALLOWED to fill out the front of the exam paper **until the invigilator tells you** to and you must not write anything else on the paper either, **no doodles or brain dumps**.

There will be **no toilet breaks** during the first 30 minutes or last 10 minutes of the exam unless you advise us of a pre-existing medical condition. Please make sure you use the toilet before the exam. To not disadvantage you, you will be given back 5 minutes at the end of an exam.

You must **manage your time** in the exam yourself. Invigilators are not permitted to tell you how much time you have left.

You must **remain in the exam room until the end of the exam**. If you finish early, you should check your work and sit in silence.

When dismissed, you must **leave the exam room in silence; others may still be working**. Please remain in silence until you are completely clear of the exam room. Please **do not** talk when walking up the ramps leading from the Sports Hall.

Once the exam has finished you will continue with the **normal school day, returning to lessons promptly**.

The school wishes all students success in their examinations. By following the above rules you will help to ensure that all exams run as smoothly as possible. **GOOD LUCK!**