

What happens when I'm not in an exam?

- You go to your normal lessons. Your teacher may run a revision lesson, or they may allow you to revise for another subject in your lesson, so do make sure that you have revision materials on you. This is up to individual teachers to decide – not for you to demand it.

Do I need to go to registration?

- Yes, you need to go to your tutor room as normal and register with them. At 8.50 am your tutor will dismiss you if you have an exam.

Where do I go?

- You need to check your seating plan before the exam and then go to the Gym and line up in the correct row.
- Once the Sports Hall is ready, you will walk to the exam quietly and in silence once you reach the PE corridor.
- If you are in a different room, you will be told your individual arrangements.

What about afternoon or period 2 and 3 exams?

- You come straight to the Gym to line up and do not go to your normal lesson.

What rules do I have to follow?

- This is a chance to practise the formal rules of an external exam. We have high expectations that these will be followed, but don't worry if you make a mistake, that's why we practise.
- Before you enter the Gym to line up for your exam you need to have put your bag in your locker. You should not have any electronic device on you including phones and airpods etc. You should not be wearing any type of watch.
- You must have a clear pencil case; any stationary required for the exam such as a calculator, protractor, ruler etc – these will not be handed out on the day, so it is your responsibility to have these on you.
- When you have a calculator, you need to make sure that you don't have the lid/cover. If you do forget this, then please place the lid under your chair in the exam hall.
- You may take a bottle of water in with you, but this must be see-through, so remove any label prior to entering the exam hall.
- You cannot communicate with any student whilst you are in the Sports Hall including talking, turning around, making any gesture. If you have any question or query, then please silently raise your hand and ask an invigilator/teacher.

What happens once the exam starts?

- The start and end time of your exam will be written on the whiteboard(s) in the Sports Hall. It is your responsibility to keep an eye on the time and work your way through your paper. There won't be any time reminders given during the exam.

What happens at the end of the exam?

- You need to sit in silence whilst the papers are collected. You are still under exam conditions at this point, so you need to continue to follow the rules. Once everyone's paper is collected then you will be dismissed row by row. You must leave the Sports Hall by the rear door and remain silent until you get to the Street. You then return to your timetabled lesson.

Where can I go to study at lunchtimes?

- You can go to the library or D9 or D10 for quiet study.