

Year 11 Exam Information

Your form tutor will give you a Mock exam timetable for December 2023.

Morning exams will start at 8.50am.

Afternoon exams will start at 1.15pm.

All exams will be in the Sports Hall. You need to leave your bag in the corridor between the Sports Hall foyer and the PE entrance at 8.40am/1.05pm. This will be secured during the exams. You will then line up in the old tennis courts behind the Science building.

There are 3 exceptions to this:

- **Music**
Will be in classrooms so please come to the Exams Office to be sent to the correct room
- **French & German Listening & Reading Exams**
Higher Tier only will be in M18 so meet in M17, the PE classroom
Foundation and students with Exam concessions please come to the exams Office to be sent to the correct room.

Seating plans will be put up on the windows of the Sports Hall windows a day in advance of your exam so please always check those carefully to see where you are sitting.

Exam Clashes – Those of you with exam clashes should see your name on an alternative day. If you think you have a clash, and your name is not on the timetable for a different session, please come to the exam office **ASAP**.

Students with Exam Concessions (apart from Extra Time)

You will take your exams in various rooms/offices throughout the school. You will need to come to the area between the Sixth Form and M block and you will be told where to go for each exam. You may bring your bag/coat etc. and invigilators will instruct you where to put them on the day. **You will be asked to hand your phone/watches, etc to the Exams Officer and they will be kept safely in the Exams Office.**

Equipment

Please make sure you bring the appropriate equipment for the exam you are taking, particularly a black pen (exams must be written using black pen) as well as pencils for drawings.

Calculators – get in the habit of bringing a calculator to **all** exams, you will be told at the beginning of the exam if it is not allowed, but it's better to be prepared!!

School uniform must be worn at all times, Coats, gloves, hats or scarves are not allowed in the exam.

Starting the exam – Please be aware that you are not allowed to write anything on your exam paper until the Invigilator tells you to write your personal details.

If your subject teacher recommends that you write memory aids or formulae on your paper you must wait until the invigilator tells you the exam has started.

If you have a mobile phone, please leave it in your bag. It must be switched off.

Watches – All watches are now banned from all exam rooms.

Earphones/earbuds and AirPods are also now banned from all exam rooms

Pencil cases – must be transparent.

Glasses cases - must be put on the floor of the exam room

Calculators – if your exam requires a calculator, the lids must be put face down on the floor during the exam. **If your calculator has a memory, this must be cleared before you enter the exam room.**

Highlighter Pens – You must not use highlighters or gel pens in your answers. They can be used to highlight **questions only**.

Drinks – water may be brought into the exam room, provided it is in a transparent bottle with label removed, preferably with a sports top.

Behaviour

We shouldn't have to remind you that bad behaviour in exams will not be tolerated, this includes talking, turning round or trying to make contact with other candidates in any way.

If you need to ask a question put your hand up and wait for an invigilator to come to you.

Any problems regarding behaviour/mobile phones, etc will be reported to Ms Dudding.

Exam rules apply for mock exams!

If there is anything you are unsure about, please come and see me in the Exams office or email on exams@wallingfordschool.com.

Thank you

Mrs Burtenshaw
Examination Officer