

SIXTH FORM MOCK EXAMINATIONS – JANUARY 2017

INFORMATION FOR STUDENTS

Mock examinations will be taking place from Thursday 5th January until Friday 13th January with Art and Photography examinations taking place from Tuesday 3rd January. The examinations will be run in exactly the same way as public examinations with the same JCQ regulations applying. These examinations are being run like this to give you the chance to assess your knowledge and understanding and to give you the experience of working under examination conditions.

Please note the following:

- All morning examinations start at 9.00 am.
- All mid-morning examinations start at 11:15 am.
- All afternoon examinations start at 14.00 pm.
- You must arrive at least 15 minutes before the examination. **Please do not be late**; it is very disruptive to other candidates.
- Most examinations are in the Hall unless stated on the timetable.
- Line up outside the Hall in group alphabetical order in silence.
- Your name will be called and you will be directed to a desk with a card with your name and candidate number on. **Do not** write on the card or remove it as it will be needed for future examinations.
- Make sure you have your ID badge with you to display on the exam desk.

STUDY LEAVE

The dates for your study leave will be allocated by Dr Burroughs and Ms Patel and will be given to you before the end of term.

OTHER IMPORTANT INFORMATION

1. Illness/Absence

The school will not contact students at home to remind them that they should be in an examination. If for reasons of illness or other unexpected circumstances you are unable to attend, you must notify the school by 8.30 am on the day of the examination.

2. Dress

You must adhere to Sixth Form Dress Code for all examinations and wear your ID badge at all times.

3. Personal Belongings

Personal belongings such as bags and coats should be kept to the minimum and **may not** be taken into the examination room in any case. Please leave your bags in the taped off area in the sixth form common room.

4. Examination Equipment

It is your responsibility to bring the correct equipment for each examination. All pens/pencils etc must be in a **clear plastic case**. You must make sure that you know which examinations require a calculator/ruler/sheets or books. If you bring a bottle of water into the exam room **all labels must be removed**.

5. Pens

All boards now require examinations to be completed using black ink (most papers are being electronically scanned before being sent to markers). Please ensure that you have a couple of black ballpoint pens with you.

6. Mobile Phones

Mobile phones **are not allowed** in the examination rooms. Candidates who are caught with a mobile phone on their person (even if it does not ring) will be given zero for the paper and are at severe risk of being disqualified from other examinations.

Good luck!
Mrs Barnes
Examinations Officer