

YEAR 11 GCSE MOCK EXAMINATIONS 2017

All examinations will take place in the Hall unless stated below. When you do not have an examination timetabled you will follow your normal timetable. During the examination period ensure that you bring enough revision material with you. There will be times in the week when you are allowed to revise. Remember to keep your examination timetable with you during the examination period at all times.

Dates

ECDL Assessments	Wednesday 13th December and Thursday 14th December
Art Examinations	Wednesday 22nd November and Thursday 23rd November
Written examinations	Monday 27th November to Friday 8th December
Drama Practical Assessment	Wednesday 13th December
Drama Written Evaluation	Thursday 11th January – Bungalow
Music Performance	TBC

Before the examination

1. Read your timetable carefully. All examinations will take place in the Hall unless noted below:

Examinations not in the Hall

Monday 27 th November	09:00	Physical Education	HU26
Friday 1 st December	09:00	French Listening	MFL Rooms
Friday 1 st December	09:00/10:00	Spanish Listening/Reading	HU26/HU27
Friday 1 st December	09:00	Business & Communications (Computer)	Bungalow
Thursday 7 th December	11:15	Dance Performance	Dance Studio
Thursday 7 th December	11:15	Music Listening	MU1
Friday 8 th December	09:00	German Listening	MFL Rooms

2. Please ensure you arrive promptly for all examinations. Line up in silence in tutor groups or as instructed outside the examination venue. Mr Addien will give you specific instructions regarding registration during the examinations nearer the time.
3. If you are going to be absent due to illness, please phone the school (01689 850271).
4. Coats and bags must not be brought into the Hall.

In the examination venue before the examination starts

1. You will be directed to a seat. Please move quickly, in **silence** and sit down facing the front. There must be no talking in the examination venue at any time unless you need to ask a question.
2. Make sure you have everything you need for each examination:

Black pens, pencils, rulers, eraser, sharpener, calculator. (If you are required to bring in anything other than these items, you will be advised by your subject teacher.)

These must be kept in a clear pencil case or plastic bag.
3. Only wristwatches without a storage device may be brought into the examination venue and these must be placed on your desk, together with all the equipment you may need during your examination.

4. You should not have any of the following:

Notes, calculator cases/instruction leaflets, bags, any electronic device (personal stereo, iPods, MP3 players, Smart watches, watches with any storage device) correcting fluid and most importantly **no mobile phones**.

5. Water must be in a clear plastic bottle with a sports lid and the label must be removed.

6. Check you have the correct examination paper in front of you.

7. If you are uncertain what to do put up your hand and an invigilator will help you.

During the examination

1. Read all instructions very carefully.

2. Take time to read through the questions carefully. Make sure you read every page of the question paper.

3. Write your name clearly on each page of the paper and the name of your subject teacher.

4. If you need extra paper or have any problem during the examination, put up your hand and an invigilator will help.

At the end of the examination

1. Make sure all your answer papers are attached together.

2. You must remain seated in silence.

3. You will be dismissed row by row. Please leave in silence as some candidates may be finishing their examination at a different time.

Good luck
Exams Office

November 2017