

Year 13 and 14 Mock Exams 2019
Tuesday 15th January – Friday 18th January



Pupil Instructions

- Pupils in Years 13 and 14 will be off timetable from Monday 14th January – Friday 18th January inclusive and therefore will be off on study leave.
- Pupils must use their time, when not timetabled for exams, to study at home. The Sixth Form Centre is not to be used during the day at all as the exams themselves will be taking place. Students, when not involved in exams, should be studying at home. Any pupils with transport issues should speak to Miss Collins or their class teacher to arrange somewhere to study, this will not be in the Sixth Form Centre.
- 1 year course pupils, Miss Collins will speak to you about study arrangements for you during the week commencing 14th January before Friday 11th January.
- All exams will be held in the **Youth Centre**, unless stated otherwise on the timetable.
- Pupils should not be anywhere else in the school building, unless timetabled for an exam in the school building.
- Pupils must arrive at least 10 minutes before their exam commences and sit in their allocated year group area in the hall. Failure to arrive on time may result in withdrawal from an exam.
- Pupils must make themselves aware of the exam rules and regulations before entering the exam room/hall. Mobile phones, smart devices (including watches), water bottle labels, etc, are forbidden.
- Pupils must come prepared with all equipment needed for an exam as equipment will not be handed out by invigilators.
- When an exam is finished, pupils must leave the premises quietly when instructed to do so by invigilators.
- Pupils must check that the exam paper they have been given is correct. Candidates must check with their teachers, prior to study leave, what exam modules/paper numbers they are sitting.
- If there are any problems or queries regarding exams, pupils must see Mrs Wasson (room 314) as soon as possible (**before Friday 11th January**).
- Work hard and good luck!

Mrs C Wasson