

YEAR 11 GCSE MOCK EXAMINATIONS 2024

All written examinations will take place in the Hall unless stated on the examination timetable or you sit your exams in Support. 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.

Before your examination

1. Please ensure you arrive promptly for all examinations. Line up in silence in tutor groups or as instructed outside the examination venue. Mrs Byford/Miss Manning will give you specific instructions regarding registrations during the examinations.
2. If you are going to be absent due to illness, please phone the school (01689 850271).
3. Coats and bags must not be brought into the any examination venue.

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 an invigilator 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. **You should not have any of the following:**

Notes, calculator cases/instruction leaflets, bags

Mobile Phones

AirPods/Earbuds/Earphones

Watches of any kind

MP3/4 Players

Any technological/web enabled sources of information

4. Water must be in a clear bottle with a sports lid. No markings or labels are allowed.
5. Check you have the correct examination paper in front of you.
6. **Do not write on the examination paper until you are instructed to do so.**

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.