

PREPARATION FOR EXAMS

You have done your revision and know when and where your exams are:

The night before:

- Prepare for the morning. Make sure you have everything you will need for the exams. You will need a black biro for every exam. Your pens and equipment must be in a clear pencil case or wallet. Always have a spare pen with you.
- Have your school uniform ready to go.
- If you are taking water make sure you have a clear plastic bottle with a sports top lid.
- Go to bed at a reasonable time and remember to set your alarm so you are not rushed in the morning.

The exam day:

- Have a sensible breakfast and bring adequate tuck with you. Sometimes the exams will run into break and the tuck shop may be closed.
- Leave for school on time. Only bring a mobile phone to school if absolutely necessary. If you have a phone you must NOT take it into the exam room. You can hand your mobile phone or Smartwatch into reception for safe keeping.
- Go to the toilet before the exam starts so as not to inconvenience yourself or other students while the exams are in progress.
- Go to registration and your form tutor will register you quickly and send you to your exam room.
- Coats and bags are not allowed in any exam venue so quickly place them in your locker or bag racks – do not place them on the floor outside the gym and E5.
- Line up outside the exam room in silence.

Exam:

- Take a few deep breaths to help you stay calm. Listen carefully to the exam invigilators' and teachers' instructions before, during and after the exam.
- Read the instructions and make sure you know how many questions to answer. Read the questions carefully.
- Keep an eye on the time, if you can't answer a question, move on to the next question and come back later.
- Attempt as many questions as you can and try to allow time to check back on your work.
- If you have a question, feel sick or need to leave the room, raise your hand and wait for an invigilator to come to you.

PLEASE NOTE: Electronic or radio communication devices, including mobile phones, Smartwatches, iPods and MP3/4 players are NOT allowed in any exam room at any time.

GOOD LUCK IN ALL YOUR EXAMS