

Examination Check List



You must not have any electronic devices in your possession (mobile phones, iPods, MP3 players, headsets, smart watches etc.) during the examinations. Mobile phones must be switched off, handed in to an invigilator and will be returned to you at the end of your examination.

If any of the above is found on you it may result in you being disqualified from all of your examinations.



You must not bring any watches to the examination hall, please leave them safe in your bags.



You will not be allowed to leave the examination room to go to the toilet, unless it is an emergency.



You must bring **black ink pens**, pencil, rubber and any other stationery needed for your examinations. Only **clear pencil cases** are allowed on the desk.



In an examination where you have the use of a calculator, you should not have the calculator lid on your desk; place it on the floor under your desk.

Sshh!

There is absolutely no talking or communication between students once you enter the examination room. If you have any questions, you should raise your hand once seated and an invigilator will approach you.



All students must wear **correct school uniform**.

Sixth Form students should dress smartly (shorts, hats or caps are not allowed) and bring their ID cards.



No food is allowed in the examination room (if you have a special requirement please see Ms Skotnicka or Mr Luchies before the start of the examination).



Only clear bottles, containing water are allowed in the examination room. There should be no label on the bottle.



If you are ill on the day or unable to attend the examination you must inform the school (**01438 344 344**) as soon as possible.

If you feel unwell, but you are still able to take the examination please inform Ms Skotnicka or Mr Luchies by telephone or personally, so arrangements can be made to sit the examination in a small room or you can be seated at the back of the examination room.