

# On your exam day

## Information for Candidates: Written Examinations – Summer 2024

- All morning exams start at **9:00am** prompt, students must meet in the Theatre at 8:45am to ensure a prompt start to the exam.
- All afternoon exams start at **1:00pm**, students to gather outside the Sports Hall.
- Ensure you know the dates and times for all your exams. **Arrive in school at least 15 minutes before the start time of each exam.**
- If you arrive late for an exam, report immediately to reception who will notify the Exams Office. Late arrival may result in withdrawal from the examination.
- Students **MUST** wear full school uniform when attending examinations. Failure to do so may result in withdrawal from the examination.

## Equipment

- Only take into the exam room the pens, pencils, erasers, and any other equipment which you need for the exam.
- You must write clearly and in black ink.
- You must not bring into the exam any notes, an iPod, a mobile phone, an MP3/4 player or similar device, or a watch. Such devices that you have in school should be switched-off and in your bag in advance of entering the exam.
- You may bring a clear bottle of water or clear flavored water into the exam - it is important the bottle has the label removed prior to entering the exam room.



## Malpractice

- Do not become involved in any unfair or dishonest practice during the exam.
- Make sure you stay silent - talking to another candidate could result in disqualification from all your exams.
- If you try cheat or break the rules in any way, you could be disqualified from all your subjects.

**Remember: possession of unauthorised material is breaking the rules even if you do not intend to use it, and you will be subject to penalty and possible disqualification from that examination and other exams.**

You can also find useful information about preparing for exams at:  
[www.jcq.org.uk/exams-office/information-for-candidates-documents](http://www.jcq.org.uk/exams-office/information-for-candidates-documents)