

# Exam Check List



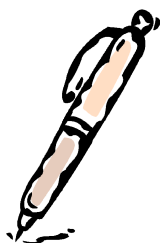
Aim to arrive at school 20 minutes before an exam **AT THE LATEST**. It is much better to leave yourself extra time in case of problems with the journey.



When taking exams, bags and coats must be placed at the front, side or rear of the room as directed. You are responsible for the security of your own personal possessions.



Candidates must not have mobile phones, iPod's, MP3/4 players, smartwatches or potential technological/web enabled sources of information in their possession. They can be left switched off in your bag or handed in for safe keeping before the exam if necessary. Possession of unauthorised items, such as a mobile phone, is a serious offence and could result in **DISQUALIFICATION** from your examination and your overall qualification.



You must bring a **BLACK** pen, pencil, rubber, sharpener, ruler, calculator, mathematical instruments and any other equipment you need to your exams. Only see-through pencil cases are allowed on your desk, any others should be left in your bag. You must write in **BLACK** ink. You will be required to remove your wristwatch and place it on your desk.



In an exam where you have the use of a calculator, you must not have a calculator case, lid, cover or instruction leaflet on your desk. You must clear anything stored in the calculator.



There is **ABSOLUTELY NO** talking or communication allowed between students once you enter the exam hall. If you have any questions, you should raise your hand once seated and an invigilator will come to you.



Please dress sensibly for the exam. The temperature in the exam room can change during the exam. Make sure that you are comfortable in your uniform with a school sweatshirt or fleece that can be put on or taken off.



**No food allowed in the exam hall** - except for mints in a clear plastic bag. (If you have a special requirement - please see Mr Kerr, Exams Officer, before the exam starts - this includes cough/throat sweets etc.)



**Drink containers** may be taken into the exam hall. These should be clear bottles with a spill-proof cap. All labels must be removed from drinks containers.