

WEST KIRBY GRAMMAR SCHOOL YEAR 13 MOCK GCE EXAMINATIONS

THURSDAY 2ND MARCH - WEDNESDAY 8TH MARCH 2017

Students are to be seated and ready to start their examinations at 9.15am and 1.30pm

Please be outside the examination room 10 minutes before the scheduled starting time

Please study your personal timetable carefully.

The A2 examinations are timetabled in subjects with the exception of a small number of students whose timetable does not allow for this arrangement.

Students studying Biology, Physics, Maths & Further Maths.

These subjects have 2 scheduled exams (paper 1 & paper 2 - Further Maths **only** + paper 3). Most students will sit 2nd (+ 3rd) paper in subject groups but again, there are occasions where this arrangement is not possible for a small number of students. Where there are unavoidable exam clashes, students will complete these papers in an alternative session.

REVISION

To prepare and revise for forthcoming exams, students may make use of the library and free school facilities during free periods

LESSONS

Students are expected to attend lessons as normal when exams are not scheduled, again your exam timetable will show when you should attend.

SEATING

Examinations will be held in the Main Hall (MH), E7, E8, Centenary Room (CR), A2, A3, G3 & G4. Seating arrangements will be displayed in the Main Entrance if you misplace your personal timetable. It is a good idea to take a snapshot of your timetable on your phone.

AUTHORISED ABSENCE

If you are ill and unable to attend, please telephone school **as soon as possible** to avoid staff searching for you and phoning parents on the day! Students are advised not to make any medical appointments (where possible) and driving lessons etc during Mock Exam week. If you are expecting to attend University interviews in March, where possible you are advised to avoid booking appointments during this time. Please contact Mrs Hill-Jones and Mrs Noble immediately if you are unable to secure alternative dates. Please do NOT wait until near your exams to report a forthcoming absence and request a re-schedule!

EQUIPMENT

Please ensure that you have **ALL** the necessary equipment needed for your exam e.g. ruler and calculator.

BLACK BALL POINT PEN MUST BE USED TO WRITE YOUR ANSWERS. THE USE OF LIQUID CORRECTION FLUID, INK ERASERS, HIGHLIGHTER PENS AND GEL PENS IS NOT PERMITTED.

WHEN EXAM IS FINISHED

When you are directed to leave the examination room, please LEAVE SILENTLY because other candidates may still be working. **NO STUDENT MAY LEAVE BEFORE THE SCHEDULED FINISH TIME.** At the end of the examination please leave your desk tidy, put tissues and pencil shavings etc. in the waste bins provided.

MOBILE PHONES MUST BE SWITCHED OFF AND STORED WITH IPODS, IWATCHES AND MP3 PLAYERS ETC IN BAGS UNDER YOUR DESK AND NOT IN YOUR POCKET.

If you need any help with your timetable please call at the Exams Office where I will be happy to help.

MRS HILL-JONES
EXAMINATIONS MANAGER