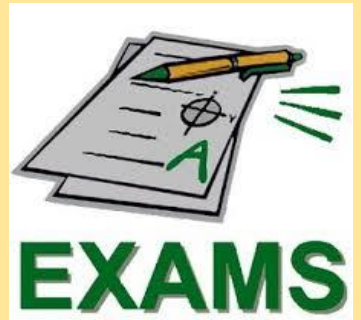
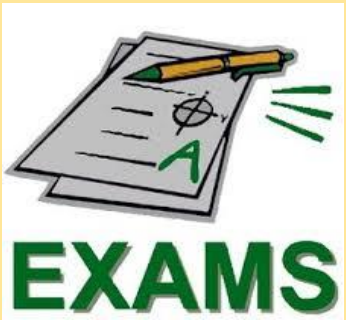


PPE's

Pre-public exams

March 2023



Entry to the hall & belongings

Before your exam, you will line up on the spots, you will enter the hall via the doors under the shelter. Once you are in the room, you must be in **absolute silence**. You must not communicate with any other candidate at all. Your belongings will be left at the back of the hall. You will then make your way to your allocated seat shown on your timetable. Sitting in the correct seat is extremely important.

**YOUR MOBILE PHONE & WRIST WATCH/SMART WATCH
MUST BE LEFT IN YOUR BAG.**

In a real exam, if you are caught with a mobile phone on you, **you will automatically be disqualified from that exam, even if switched off. THIS DID HAPPEN TO A YEAR 11 STUDENT THIS SUMMER. THEY RECEIVED A GRADE U FOR THAT SUBJECT.**

HOW TO READ YOUR TIMETABLE

Candidate Exam Timetable

Candidate Information

Date of Birth [REDACTED] Candidate Number [REDACTED]
Registration Form 110 UCI 208810201073F

Date	Time	End Time	Subject	Examination	Duration	Location	Seat
Mon, 07 Nov 2022	09:00	10:30	In House Exam: Maths P1 - Non-Calc - HIGHER	Maths P1 - Non-Calc - HIGHER	01:30	SHA	G18
Mon, 07 Nov 2022	11:30	13:15	In House Exam: English Language P1	English Language P1	01:45	SHA	C19
Tue, 08 Nov 2022	09:00	10:45	In House Exam: English Language P2	English Language P2	01:45	SHA	C19
Tue, 08 Nov 2022	11:30	12:45	In House Exam: Science - Biology - HIGHER	Science - Biology - HIGHER	01:15	SHA	J10
Wed, 09 Nov 2022	09:00	10:30	In House Exam: Maths P2 - Calc - HIGHER	Maths P2 - Calc - HIGHER	01:30	SHA	G18
Wed, 09 Nov 2022	11:30	13:00	In House Exam: RE - P1	RE - P1	01:30	SHA	C19
Thu, 10 Nov 2022	09:00	10:15	In House Exam: Science - Chemistry - HIGHER	Science - Chemistry - HIGHER	01:15	SHA	J10
Thu, 10 Nov 2022	11:30	13:00	In House Exam: Maths P3 - Calc - HIGHER	Maths P3 - Calc - HIGHER	01:30	SHA	
Fri, 11 Nov 2022	09:00	10:45	In House Exam: English Lit P1	English Lit P1	01:45	SHA	C19
Fri, 11 Nov 2022	11:30	12:45	In House Exam: Science - Physics - HIGHER	Science - Physics - HIGHER	01:15	SHA	J10
Mon, 14 Nov 2022	09:00	11:15	In House Exam: English Lit P2	English Lit P2	02:15	SHA	C19
Mon, 14 Nov 2022	12:30	13:15	In House Exam: RE - P2	RE - P2	00:45	SHA	C19
Tue, 15 Nov 2022	09:00	11:00	In House Exam: History - P1	History - P1 & P2	02:00	SHA	H20

Please ensure your name is displayed correctly. This will be your LEGAL name, not a preferred name.

You must ensure you sit in the correct seat at all times. We use your seat as our register, therefore if you are not in the correct seat, this can mean that we think you are missing. THIS IS VITAL!!!

Most exams will be in the Sports Hall or Library – SHA is the Sports Hall, G33 is the Library

If you are entitled to Extra Time, your end time will include your Extra Time.

Seating plan

Seating plans will be displayed outside the room you are in. They are also displayed on the whiteboard outside the Assembly Hall if you want to look at them in advance of the exam.

Find your name on the seating plan, names are usually in alphabetical order and snake down then up. Students with extra time are usually in rows A&B. Your seat number is displayed in the top left hand corner. If you did not join STM in Year 7, your name is likely to be at the end here.

EXAMPLE



EQUIPMENT

The need to be fully equipped is of the utmost importance. Ensure you have a BLACK pen – All exams MUST be written in black pen. Bring a spare in case one runs out.

CALCULATORS

It is VITAL you **bring your own calculator** – We will NOT be giving out spares. If you do not have one, please get one!

RULES

- **TIME** - Arrive on time. In a real exam, you may not be able to sit the exam if you are late. Arrive at least 10 minutes before your exam starts.
- **EQUIPMENT** - Come fully equipped every day. You must have a **BLACK** pen, pencil, ruler, rubber & a calculator
- **WATCHES** - You must not wear a watch in any exam. Again, this must be in your bag. This includes a normal wrist watch, apple watch, fit bit etc.
- **DRINKS** - You are only allowed to drink water, this must also be in a clear bottle, with the label removed. Squash or any other drinks are not permitted. Insulated type bottles are NOT allowed.
- **PENCIL CASES** - Pencil cases MUST be see-through
- **TIMETABLE** - You must bring your timetable to each exam, this has key information on there that you will need to know
- **SEATING** - You must ensure that you are sitting in the correct seat. **THIS IS VITAL!**

- **NO COMMUNICATING** - Once you have entered the hall, you must not communicate with any other candidate, this includes turning around in your seat, you must remain silent and facing the front.
- **BEHAVIOUR** - Poor behaviour **WILL NOT** be tolerated in exams. They are an extremely important part of your school life and the integrity of them must be upheld
- **TOILET** – Please ensure you go to the toilet before your exam, you will not be able to go to the toilet during an exam. Those with a toilet pass must show this to the invigilator.

At the start of every exam, you will line up on the sport in your form groups. You will be called in to the hall form group at a time.

If you have any questions about any part of your exams...

PLEASE ASK!!

You can contact Mrs Dawson in G84 if you have any queries