

AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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Warning to Candidates

1. You **must** be on time for all your examinations.
2. **Possession of a mobile phone** or other unauthorised material **is not allowed** - even if you do not intend to use it. You will be subject to penalty and possible disqualification from the exam/qualification.
3. You **must not** talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.
4. You **must** follow the instructions of the invigilator.
5. You **must not** sit an examination in the name of another candidate.
6. You **must not** become involved in any unfair or dishonest practice in any part of the examination.
7. If you are confused about anything, only speak to an invigilator.

The *Warning to Candidates* must be displayed in a prominent place outside each examination room. This may be a hard copy A3 paper version or an image of the poster projected onto a wall or screen for all candidates to see.

Exam Notes Booklet - 2021 Onwards

- Smartwatches and watches with data storage are not allowed
- Normal wristwatches must be placed on your desk in front of you
- Give your mobile phone to your form tutor as normal along with iPods, mp3/4 players, Fit Bits, earphones and any other technological /web enabled devices
- Please go to the toilet before the exam
- Empty the contents of your pockets into your bag
- Leave your calculator lid in your bag
- You may bring a bottle of water but take the label off
- We will meet in the dining room unless exam is in your normal lesson
- Bring all your equipment in a **see through pencil case**:
 - **Black pen** - NOT ERASABLE
 - **Pencil**
 - **Rubber**
 - **Clear 30cm Ruler** - MARKED IN CM & MM
 - **Enclosed pencil sharpener**
 - **Maths equipment tin** - NO INSTRUCTIONS ON LID
 - **Colour pencils for DT**
 - **Highlighters** - ESPECIALLY FOR ENGLISH
 - **Calculator** - NO LID
- At a bigger school there would be 210 pupils in the hall and 30 in a smaller room. At ERS we have about 30 pupils in total and you all know each other really well.
- You must not talk nor attempt to communicate by looking around when you are in the exam room. Face the front of the room
- Listen carefully to the instructions

- We allow time for any questions before the exam starts. Please put up your hand to ask a question and the invigilator will come to you - even if this is in the middle of an exam.
- We know you will be nervous - it is normal. Use the adrenaline to focus on your work
- Try to ignore any slight disturbances
- You **must write in black pen**
- You **must not** use an erasable pen, nor correcting fluids nor tape
- If you make a mistake cross it out with just a single line
- You can use pencil for graphs and diagrams
- You **must** fill in the details on the front of your exam papers and extra sheets. These cannot be written for you by anyone else
- You **can use** highlighters to highlight text and questions, but **not** in your answers
- Do not write outside the margins - exam papers are cut and scanned by the exam boards
- If you get stuck read the instructions on the front of the exam paper or question page again
- Do your best in mock exams because your marks may become your predicted grades for other schools and colleges
- Teachers will know how to help you improve before the real exams.

If you need to ask any questions please come to see us during break, lunchtimes or period 7. Suzie or Natalie will know how to find us.

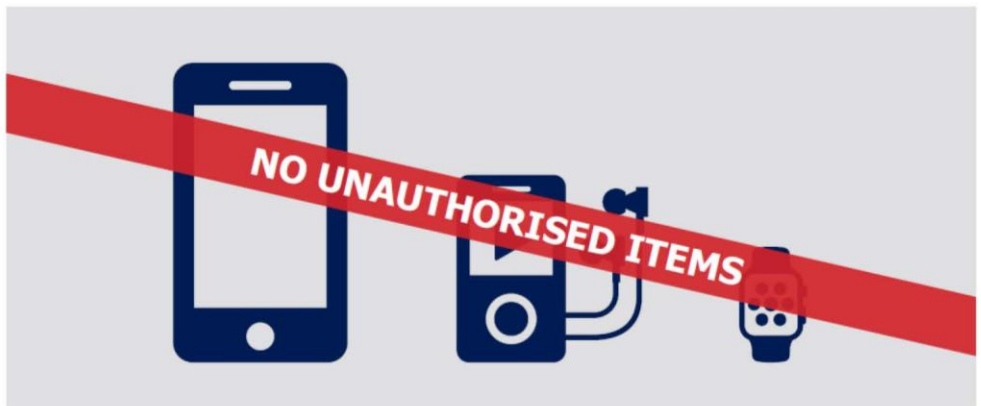
Good Luck!

Mrs Moxon & Mrs Ring

Exams Officer Exams Assistant

NO MOBILE PHONES SMARTWATCHES MP3/4 PLAYERS

**NO POTENTIAL TECHNOLOGICAL/WEB
ENABLED SOURCES OF INFORMATION**



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.

This poster must be displayed in a prominent place outside each examination room.

Information for candidates Using social media and examinations/assessments



Image by Patrice Jones

This document has been written to help you stay within examination regulations.

Please read it carefully.

We all like to share our experiences when taking examinations. However, it is important to consider what you say and to think about what information is being shared.

Sharing ideas with others online could be helpful when you're studying or revising.

However, there are limits to the amount of information you can share and you need to be careful not to break the rules. We'd like to ask you to act responsibly when discussing online. If you're in doubt about what you can and can't discuss online regarding your exams, it's always best to check with your teacher.

If you receive what is or what looks to be assessment related information through social media, or any other means, you must tell your teacher or another member of staff. You must show them what you have received (if available). They will then report the matter to the awarding body and it will be investigated.

Where candidates breach the rules for examinations, controlled assessments, coursework or non-examination assessments, awarding bodies have an obligation to investigate and may apply penalties.



Image by Ben Wight

You need to know that the following would be malpractice:

- copying or allowing work to be copied – e.g. posting written work on social networking sites prior to an examination/assessment;
- collusion: allowing others to help produce your work or helping others with theirs;
- asking others about what questions your exam will include (even if no one tells you);
- having or sharing details about exam questions before the exam - whether you think these are real or fake; or
- not telling exam boards or your school/college about exam information being shared.

Penalties that awarding bodies apply include:

- a written warning;
- the loss of marks for a section, component or unit;
- disqualification from a unit, all units or qualifications; or
- a ban from taking assessments or exams for a set period of time.

Please take the time to familiarise yourself with the JCQ rules:

<http://www.jcq.org.uk/exams-office/information-for-candidates-documents>

