



Friday 28<sup>th</sup> September 2018

Dear Parent/Carer

Please find attached timetable for the October Mock GCSE Examinations. Students will be tested in English, Maths, Science, Modern Languages, History and Geography; this early testing is essential so that we can see what progress students are making and where extra support may be needed.

Students also taking BTEC Sport will be taking their on-line assessment during the Mock Exam Period – further details of this will be issued to those students involved.

All students will be expected to follow GCSE instructions and rules which are stated as per below, these have been issued from JCQ (Joint Council for Qualifications). Please ensure that you read and discuss this with your child prior to the examinations which will commence on Monday 15<sup>th</sup> October 2018.

1. You must be on time for all your examinations.
2. You must not become involved in any unfair or dishonest practice in any part of the examination.
3. Do not talk or try to communicate with, or disturb other candidates once you have entered the exam room.
4. You must not: sit an examination in the name of another candidate; have in your possession any unauthorised material or equipment which might give you an unfair advantage.
5. Possession of a mobile phone, MP3/4 player, ipod, smartwatch or other 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.
6. Students must remove **ALL** watches prior to an examination. Students will be responsible for ensuring that watches are placed in bags or are handed into a member of staff prior to the start of an examination.
7. You must not talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.
8. A bottle of water may be allowed in the examination room at the discretion of the head of centre. However, this is on the condition that any drink brought into the examination room by the candidate is free from packaging and all labels are removed from drink containers.
9. Any pencil cases taken into the exam room must be see through and must only contain black biro pen, pencil, eraser, pencil sharpener, ruler and any other equipment required for exams such as Maths, Science etc – You must **NOT** use correcting pens, fluid or tape, erasable pens, highlighters or gel pens in your answers. Coloured pencils or inks may only be used for diagrams, maps, charts etc unless the instructions printed on the front of the question paper states otherwise.
10. You must follow the instructions of the invigilator and if you are in any doubt speak to the invigilator.

We thank you for your support and if you have any queries regarding this, please contact the schools Examinations Officer or Head of Year.

Yours sincerely

Miss J Williams  
Examinations Officer