



Y11 and 13 mock exam update – March 2021

Dear Families,

Due to recent government changes, we have updated the Y11 mock examination timetable. Your child will be provided with a copy of the Y11 March 2021 mock examination timetable which now begins on Monday 15th of March along with a summary of the JCQ guidance for students. These documents are also available on the academy website and students are expected to follow exam protocol which they will be reminded of.

Even though these are mock exams, we expect students to be fully committed in ensuring they are giving 100% effort to secure the best grades they can. These grades will form one part of the evidence based used to support centre assessed grades that will be submitted to exam boards in June.

Morning exams will begin at 0900, midday exam will begin at 1120 and afternoon exams will begin at 1400. Every Y11 and Y13 student will be provided with a copy of the mock examination timetable.

Access arrangement support:

Any student who has access arrangement support is expected to utilise this to maximise their grade potential. The school access arrangement team will be working with these students separately to ensure the right support is being offered. There are a few processes that students with access arrangements need to follow:

- Students will obtain their lesson registration mark and then head to the hall.
- Staff supporting them will collect the student and then take them to the designated room.
- Those students with only extra time, will make their way to the gym (this only applies to the morning and midday exams)
- There is an exception for English exams on Monday 15th and Thursday 18th of March, students will need to go to the hall immediately after registration so that they can start this exam earlier than 0900 due to it being 1hr 45mins and therefore, in order to allow students the 25% additional time, we must begin this exam 0845 at the very latest.

I am sure you will agree on the importance of these exam so we ask if you could ensure your child arrives on time to the academy, does not miss any exams is prepared for them with the right equipment; x2 black pens, x2 pencils, 30cm clear ruler, scientific calculator, compass, protractor, highlighter, eraser, sharpener.

I would like to thank you for your continued support, if you have any questions, please do not hesitate to contact me.

Yours sincerely,

Mr. G. Shahzad

College Leader

AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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Information for candidates
For written examinations – effective from 1 September 2019

This document has been written to help you. Read it carefully and follow the instructions.
If there is anything you do not understand, especially which calculator you may use, ask your teacher.

A Regulations – Make sure you understand the rules	
1	Be on time for all your exams. If you are late, your work might not be accepted.
2	Do not become involved in any unfair or dishonest practice during the exam.
3	If you try to cheat, or break the rules in any way, you could be disqualified from all your subjects.
4	You must not take into the exam room: a) notes; b) potential technological/web enabled sources of information such as an iPod, a mobile phone, a MP3/4 player or similar device, a smartwatch or a wrist watch which has a data storage device. Any pencil cases taken into the exam room must be see-through. Remember: possession of 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.
5	If you wear a wrist watch the invigilator will ask you to remove it and place it on your desk.
6	Do not use correcting pens, fluid or tape, erasable pens, highlighters or gel pens in your answers.
7	Do not talk to or try to communicate with, or disturb other candidates once the exam has started.
8	You must not write inappropriate, obscene or offensive material.
9	If you leave the exam room unaccompanied by an invigilator before the exam has finished, you will not be allowed to return.
10	Do not borrow anything from another candidate during the exam.
B Information – Make sure you attend your exams and bring what you need	
1	Know the dates and times of all your exams. Arrive at least ten minutes before the start of each exam.
2	If you arrive late for an exam, report to the invigilator running the exam.
3	If you arrive more than one hour after the published starting time for the exam, you may not be allowed to take it.
4	Only take into the exam room the pens, pencils, erasers and any other equipment which you need for the exam.
5	You must write clearly and in black ink. Coloured pencils or inks may only be used for diagrams, maps, charts, etc. unless the instructions printed on the front of the question paper state otherwise.
C Calculators, Dictionaries and Computer Spell-checkers	
1	You may use a calculator unless you are told otherwise.
2	If you use a calculator: a) make sure it works properly; check that the batteries are working properly; b) clear anything stored in it; c) remove any parts such as cases, lids or covers which have printed instructions or formulas; d) do not bring into the exam room any operating instructions or prepared programs.
3	Do not use a dictionary or computer spell checker unless you are told otherwise.
D Instructions during the exam	
1	Always listen to the invigilator. Follow their instructions at all times.
2	Tell the invigilator at once if: a) you think you have not been given the right question paper or all of the materials listed on the front of the paper; b) the question paper is incomplete or badly printed.
3	Read carefully and follow the instructions printed on the question paper and/or on the answer booklet.
4	When the invigilator tells you , fill in all the details required on the front of the question paper and/or the answer booklet before you start the exam. Make sure you fill these details in on any additional answer sheets that you use.
5	Remember to write your answers within the designated sections of the answer booklet.
6	Do your rough work on the proper exam stationery. Cross it through and hand it in with your answers. Make sure you add your candidate details to any additional answer sheets that you use for rough work.
E Advice and assistance	
1	If on the day of the exam you feel that your work may be affected by ill health or any other reason, tell the invigilator.
2	Put up your hand during the exam if: a) you have a problem and are in doubt about what you should do; b) you do not feel well; c) you need more paper.
3	You must not ask for, and will not be given, any explanation of the questions.
F At the end of the exam	
1	If you have used more than one answer booklet and/or any supplementary answer sheets, place them in the correct order. Place any loose additional answer sheets inside your answer booklet. Make sure you add your candidate details to any additional answer sheets that you use.
2	Do not leave the exam room until told to do so by the invigilator.
3	Do not take from the exam room any stationery. This includes the question paper, answer booklets used or unused, rough work or any other materials provided for the exam.