

# Preparing for Exam Day

## You must:

1. Wear full school uniform
2. Be on time – check your timetable and ensure you go to the right venue
3. Bring the correct equipment for each exam in a clear pencil case
4. Ensure your drink is water only and in a clear bottle with no labels
5. Line up in seating plan order and enter the exam room quietly
6. Remain quiet in the exam room

## You must not:

1. Talk once you are in the exam room
2. Eat in your exams
3. Have a phone, smart watch, wristwatch or any web enabled equipment on you
4. Have a calculator with you unless needed for that exam
5. Have any notes in your pockets or upon your person
6. Attempt to communicate once you are in the exam hall
7. Turn around once you are sat down
8. Write on or look at the exam paper until instructed
9. Scribble or doodle on your exam paper if you finish early
10. Leave the exam room before the end of the exam time even if you finish early

## Things to note:

You are allowed to go to the toilet if it's **absolutely necessary** or for agreed medical reason. You put your hand up to ask an invigilator who will escort you. Please try and avoid this by going prior to the exam to reduce disruption.

If you have a cold, try and remember to bring tissues with you, if you forget, please ask an invigilator to give you some. You must ask permission if you need to have cough sweets during the exam due to wrappers being a distraction.