



GETTING IT RIGHT!

- **Registration** will take place in the gym/specified room.
- 10 minutes before each written exam, candidates must **assemble promptly** as instructed. See board outside the gym and in the hall for seating plans.
- Students who are in school but not involved in examinations must **register at the School Office** and go to the assigned rooms.
- Students who have examinations in the morning and afternoon sessions **will not** be allowed to leave school in between exams.
- When students have a morning examination only, it will be assumed that they will **leave school at the end of the exam** unless they sign in at the School Office and go to one of the assigned rooms.
- Full **school uniform** must be worn in exams.
- Clean non-marking shoes **must be worn** in the gym.
- All exam material must be kept in a **see-through** polythene bag or pencil case. Calculator lids must be placed on the floor face down during the exam.
- No mobile phones, MP3 players, iPods or other technological devices are permitted in the exam rooms. They must be **switched off** and **handed in** to the invigilators before the start of the examination or left in the old PE changing rooms. Being found with a phone in an exam is considered cheating and you will lose your mark for that exam.