

Monday 11 February 2019

Dear Parent/Carer

RE: Year 10 Mock Examinations 2019

Year 10 Mock examinations will commence from Monday 25 March to Wednesday 3 April 2019. This will ensure your daughter experiences formal mocks leading up to her public examinations in May 2020 and will support her in the rigour and formalities of the process. Mock exams will also provide an accurate assessment method to monitor and track her progress throughout the year. Study leave will not be permitted for any students during this time.

Please continue to support your daughter at home with her revision materials and encourage 100% attendance to school. I have enclosed a copy of the Year 10 Mock exam timetable and a copy will be published in the weekly e-bulletin to parents.

All students will be required to line up in silence and have their seat numbers ready prior to the start of an examination. Exam access arrangement will apply to all mock and public examinations. Your daughter will receive an individualised exam timetable with seat numbers prior to the start of the mock exams.

Please find attached a copy of the JCQ (Joint Council for Qualifications) guidance, which highlights how your daughter must conduct herself during formal examinations. It is also essential that your daughter is fully equipped for each examination and brings the correct equipment, i.e. calculator, protractor etc...

Mock examination results will be published following Data Point 3. If you have any further questions please do not hesitate to contact school. Thank you for your continued support of your daughter's education.

Yours faithfully

Mrs K McCourt

Deputy Head teacher for KS3/4

March 2019 Year 10 Mock Examination Timetable

Student copy

A lead examination invigilator will be in place all week, for each session.

Session	Papers	Time	Session time
Monday 25 March (AM)	English Language	9:00-10:45am	1hr 45mins
Monday 25 March (PM)	Triple Science – Biology Trilogy Science – Biology	1:30-3:15pm 1:30-2:45pm	1hr 45mins 1hr 15mins
Tuesday 26 March (AM)	Mathematics – Paper 1 (non-calculator)	9:00-10:30am	1hr 30mins
Tuesday 26 March (PM)	Option B: Business Studies Geography History Physical Education	1:30-3:00pm 1:30-3:00pm 1:30-2:20pm 1:30-2:45pm	1hr 30mins 1hr 30mins 50mins 1hr 15mins
Wednesday 27 March (AM)	English Literature	9:00-10:45am	1hr 45mins
Wednesday 27 March (PM)	Mathematics – Paper 2 (calculator)	1:30-3:00pm	1hr 30mins
Thursday 28 March (AM)	Religious Education	9:00-10:45am	1hr 45mins
Thursday 28 March (PM)	Option A: Dance Drama Music Sociology Geography History	1:30-3:00pm 1:30-2:30pm 1:30-2:30pm 1:30-3:00pm 1:30-3:00pm 1:30-2:20pm	1hr 30mins 1hr 1hr 1hr 30mins 1hr 30mins 50mins
Friday 29 March (AM)	Mathematics – Paper 3 (calculator)	9:00-10:30am	1hr 30mins
Friday 29 March (PM)	French Reading	1:30-2:15pm	45mins

	Spanish Reading	1:30-2:15pm	45mins
	French Listening	2:20-2:55pm	35mins
	Spanish Listening	2:20-2:55pm	35mins
Monday 1 April (AM)	Triple Science – Chemistry	9:00-10:45am	1hr 45mins
	Trilogy Science – Chemistry	9:00-10:15am	1hr 15mins
Monday 1 April (PM)	Option A:		
	Business Studies	1:30-3:00pm	1hr 30mins
	Food Technology	1:30-2:45pm	1hr 15mins
	French – writing (Foundation)	1:30-2:30pm	1hr
	French – writing (Higher)	1:30-2:45pm	1hr 15mins
	Spanish – writing (Foundation)	1:30-2:30pm	1hr
	Spanish – writing (Higher)	1:30-2:45pm	1hr 15mins
	Sociology	1:30-3:00pm	1hr 30mins
Tuesday 2 April (AM)	Triple Science – Physics	9:00-10:45am	1hr 45mins
	Trilogy Science – Physics	9:00-10:15am	1hr 15mins

Equipment

Students must bring the correct equipment to each exam: pen; pencil; ruler; protractor; calculator; compass and a rubber.

Examinations will take place in the sports hall. Some students entitled to exam access arrangements will sit their exams in separate rooms.

General information regarding Year 10 Mocks

Each exam will follow the same procedures in terms of all students following and abiding by the exam regulations set out by JCQ. Each student and their parent/carers will receive a copy of this information. Copies of the exam timetable will be sent out to each Subject Teacher, Year 10 Form Tutor and Year 10 Progress Leader and will be published in the Year 10 dining room. Students will not have study leave.

Exam access arrangements will apply to eligible students. All students will receive an individual timetable.

AOA	City & Guilds	CCEA	OCR	Pearson	WJEC
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Information for candidates For written examinations – effective from 1 September 2018

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: <ul style="list-style-type: none"> 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. <p>Any pencil cases taken into the exam room must be see-through.</p> <p>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.</p>
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: <ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> 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	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.
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: <ul style="list-style-type: none"> 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.