



Year 11 Exams

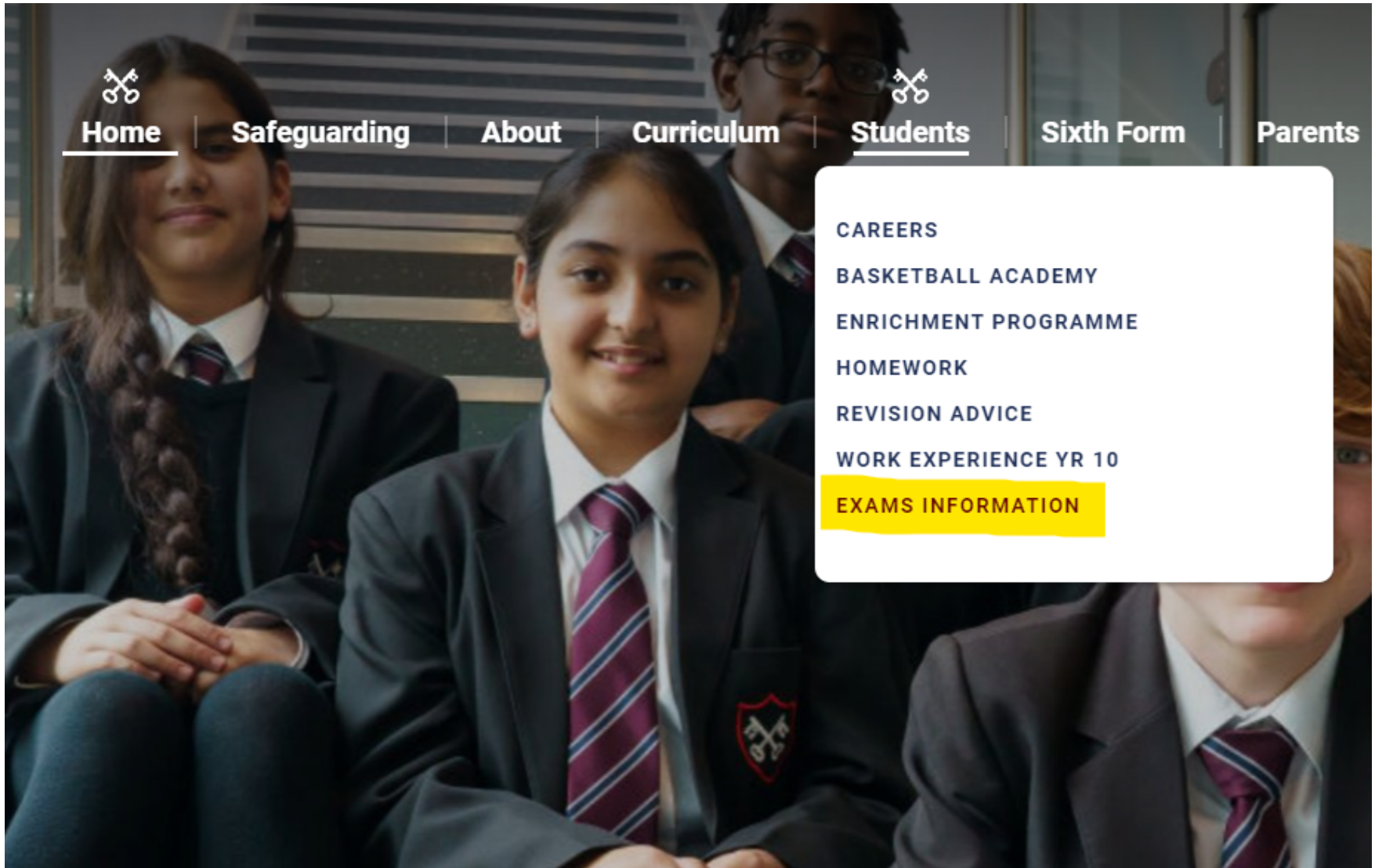
Summer Term 2024





St Peter's Collegiate Academy

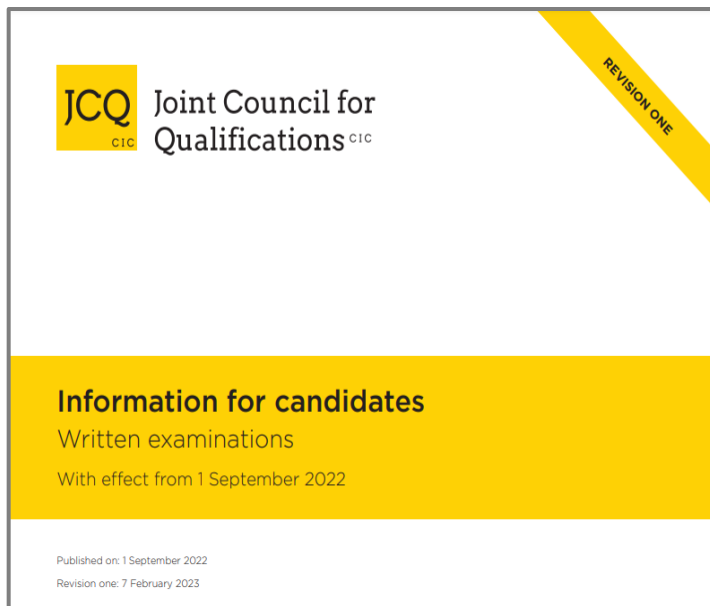
Exams information is now available on the school website:



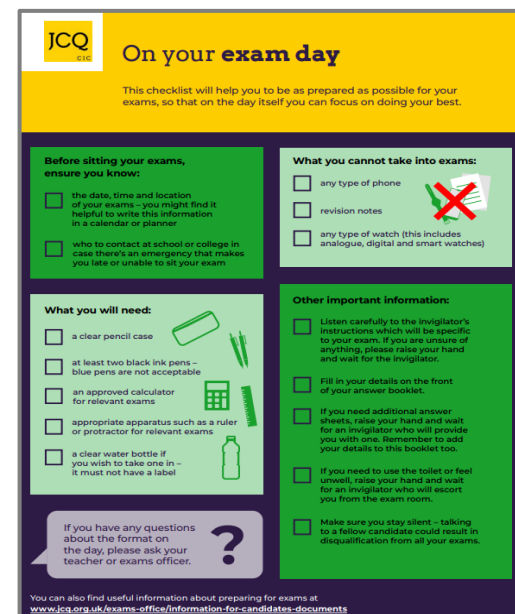


Exams information is now available on the school website:

- [JCQ](#) stands for Joint Council for Qualifications.
- This is the national organisation that sets the rules for exams.
- It comprises of the 8 largest providers of qualifications in the UK.
- This includes AQA, OCR, Pearson, NCFE and WJEC.
- JCQ also provide some support for students which can be found here:



https://www.jcq.org.uk/wp-content/uploads/2023/02/IFC-Written_Examinations_2023_FINAL.pdf



<https://www.jcq.org.uk/wp-content/uploads/2022/08/JCQ-Preparing-to-sit-your-exams.pdf>



JCQ regulations - Prohibited items



Mobile phones, earbuds, watches and other devices...

These devices are **not permitted** in the exam hall. Taking these devices in could mean that your paper is cancelled – even if it is a genuine mistake.

It is very important that you store these securely and **do not** take them in.

What you cannot take into exams:

- ☐ any type of phone
- ☐ revision notes
- ☐ any type of watch (this includes analogue, digital and smart watches)





JCQ regulations - Role of invigilation staff

Invigilators are there to make sure that JCQ exam rules are followed. They are also there to help you. They will aim to:

- Maintain exam conditions – calm, quiet, distraction-free
- To assist in the event of a problem
- To make sure the correct amount of time is provided
- To complete exam administration
- To ensure students are seated
- To assist with registration and attendance
- To act as impartial observers

Invigilators have a duty to report to JCQ.

If invigilators cannot ensure exam conditions are met, JCQ can cancel the papers of all students sitting the exam.



Dates and times:

- GCSE Art and MFL Oral exams start from 23rd April.
- GCSE written exams begin on **9th May** with RE.
- The examination period finishes on **26th June** with a contingency day.

- Half term is Monday 27th May – Friday 31st May
- Some key dates:

Week			
May 6 th			
May 13 th	Maths paper 1: Thurs 16 th May	English Lit paper 1: Mon 13 th May	
May 20 th		English Lit paper 2: Mon 20 th May	English Lang paper 1: Thurs 23 rd May
May 27 th	Half term	No exams this week	
June 3 rd	Maths paper 2: Mon 3 rd June		<div>Some other exams, such as BTECs, may be slightly earlier or later than this. A full exam timetable will be published.</div>
June 10 th	Maths paper 3: Mon 10 th June	English Lang paper 2: Thurs 6 th June	
June 17 th			
June 24 th			



Individual exam timetables:

- You will receive an individual timetable by email.
- Dates and times of exams will be stated in chronological order.
- Check the duration, location and seat.

**CHECK THIS –
INFORM US IF YOU
THINK ANYTHING IS
WRONG ASAP**

Candidate Exam Timetable

Candidate Information

Date of Birth

Candidate Number
(Internal)

Registration Form
11

UCI

Date	Time	End Time	Subject	Examination	Duration	Location	Seat
Tue, 03 Jan 2023	08:50	10:00	In House Exam: Y11 Biology Double Foundation	Y11 Biology Double Foundation	01:10	BSA	T4
Tue, 03 Jan 2023	12:30	14:15	In House Exam: Y11 Geography	Y11 Geography	01:45	BSA	L4
Wed, 04 Jan 2023	08:50	10:35	In House Exam: Y11 English Language	Y11 English Language	01:45	BSA	R9
Thu, 05 Jan 2023	08:50	10:35	In House Exam: Y11 English Literature	Y11 English Literature	01:45	BSA	R8



Exam Venues:

- Most exams will take place in the **Arena** (BSA).
- We will also use **B44 (Dance studio)** for smaller exams.
- **B40** will be used for those who have special arrangements such as a reader or scribe, we will also be using what was the **Finance Office**.
- Other venues will be used for subject specific exams such as **E70** for languages, **T33 & T35** for Art.



Storage of personal belongings

You are strongly advised to secure your valuables in a zipped-up pocket or part of your bag.

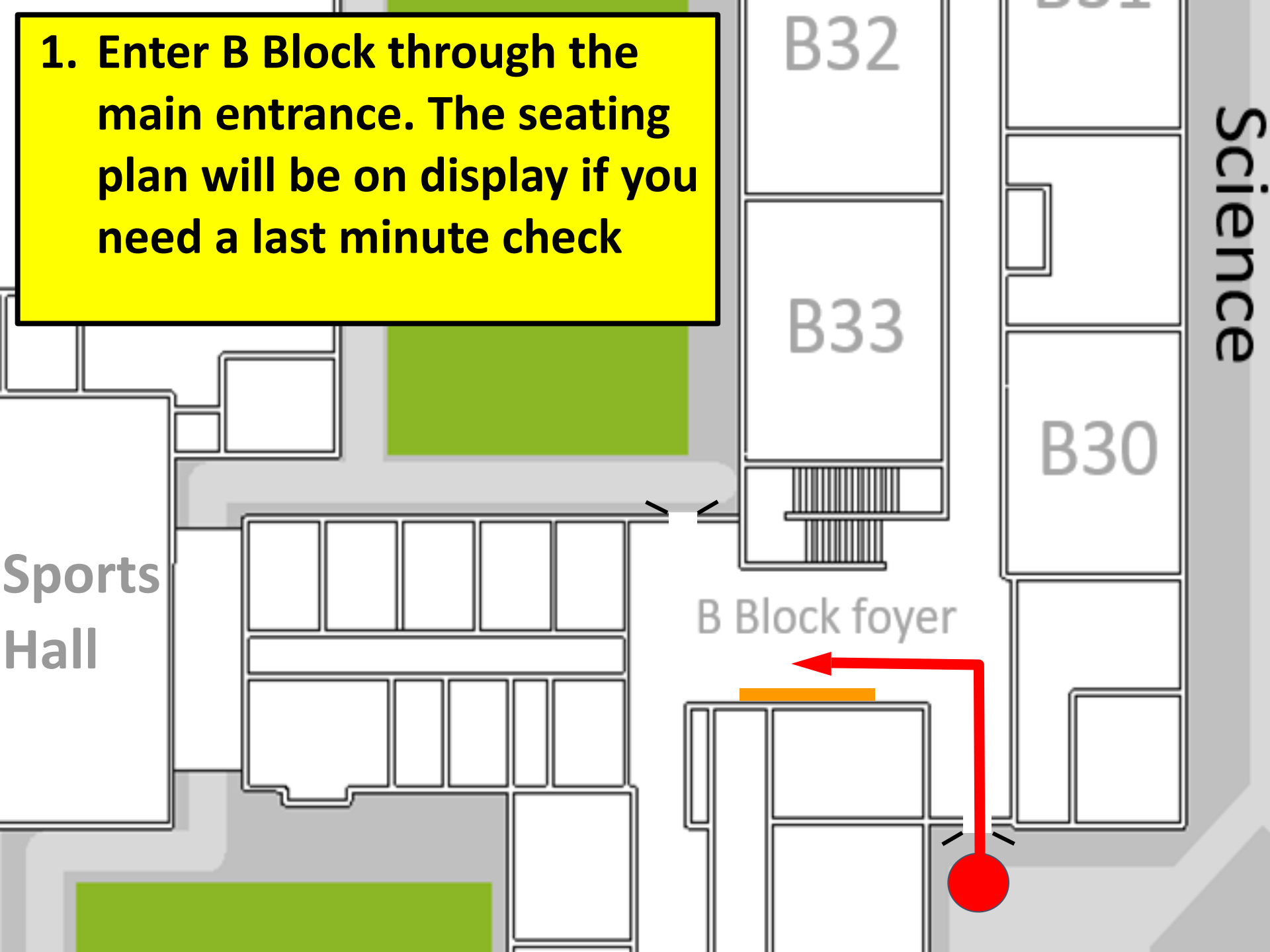


If your exam is in the Arena, your coat, bag and other belongings need to be stored in the blue trolleys. **These will be outside the Arena.** This will be stored securely in the area between the Sports hall and Arena

If you are in another venue such as B40, your belongings will be stored at that venue. The blue trolleys will be located in the following places:

Arena/Sports hall	Blue trolleys outside the Arena. There will be a separate trolley for those with extra time.
B44 (Dance studio)	Blue trolley In the B44 corridor/just outside B44
B40 (Maths)	Belongings will be secured at B40

1. Enter B Block through the main entrance. The seating plan will be on display if you need a last minute check



Arena

B32

Science

B33

B30

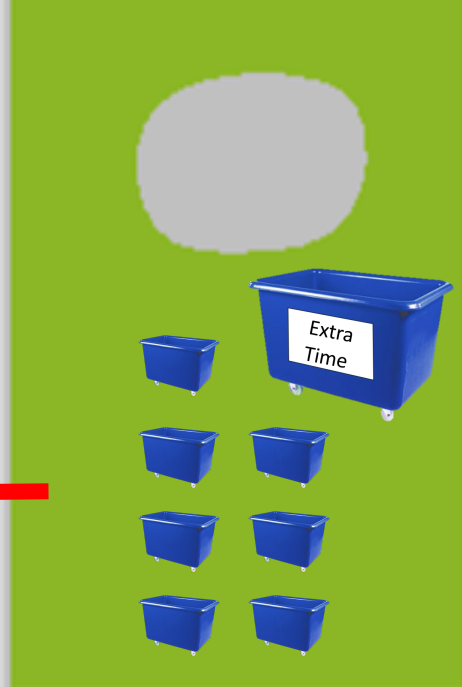
Sports
Hall

B Block foyer

**2. Drop your possessions off
in the blue bins. If you have
extra time there will be a bin
labelled for you.**



Arena



B32

B33

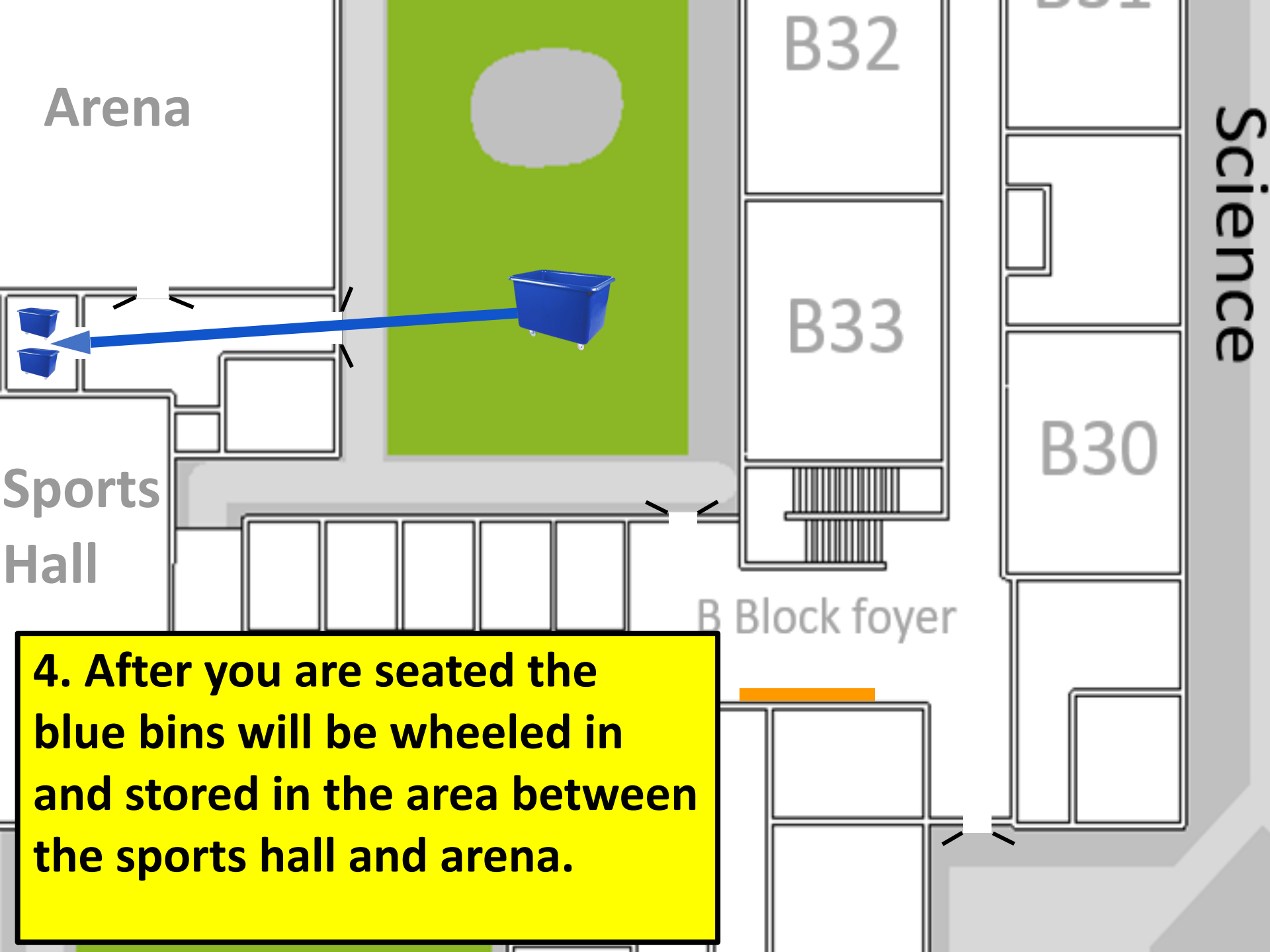
B30

Science

Sports
Hall

B Block foyer

**3. Enter through the entrance
by the exams office. Take
your seat in the Arena.**



Arena

B32

Science

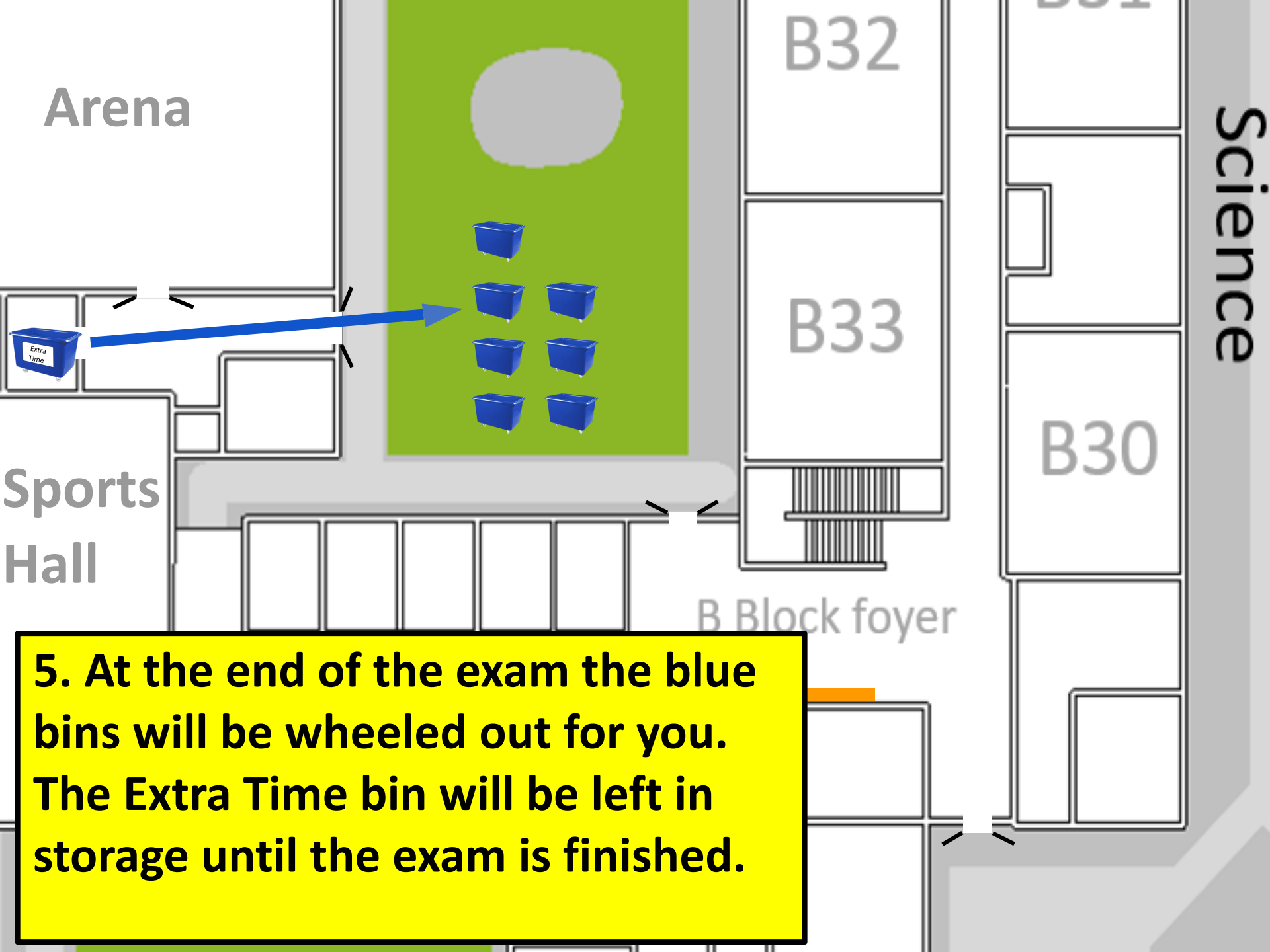
B33

B30

Sports
Hall

B Block foyer

4. After you are seated the blue bins will be wheeled in and stored in the area between the sports hall and arena.



Arena

B32

Science

B33

B30

Sports
Hall

B Block foyer

5. At the end of the exam the blue bins will be wheeled out for you. The Extra Time bin will be left in storage until the exam is finished.



Punctuality

Start times:

The exam will start when stated on your timetable.

This will be **9.00am** or **1.00pm**.

This is the start time and not the arrival time.

- You need to arrive at least 10 minutes earlier to be seated.
- So 8.50 and 12.50 is realistic.

Lateness:

If you are less than 30 minutes late then you will be allowed in to sit the exam.

If you are more than 30 minutes late you will not be allowed in.

- If you miss the exam then you will have to wait until **next year** to sit the exam.
- You will probably have to pay the entry fee (upwards of £50!).



Toilet breaks

- Go to the toilet ***before*** the exam.
- You will not get the time you take to go to the toilet back.
- If you need the toilet in an exam then please raise your hand.
- You will be escorted to the toilets, the invigilator will wait outside.
- if you leave without an invigilator you will not be allowed back into the exam.



Cheating



- Exams place students under a great deal of pressure.
- Unfortunately, we do occasionally find students cheating from time to time.

Cheating can include writing answers on your hand, making cheat notes, writing the answers in your pencil case, programming your calculator, communicating with others in the exam and a range of other things.

- If you are found to be cheating then your exam paper is destroyed and you get no marks.
- We have to inform JCQ.
- An investigation is carried out, you may find they cancel all the papers you sit for your exams.
- ***DON'T TAKE THE RISK!***



FAQs...

How much does it cost to enter me into an exam?

- Exam board fees vary. Most are between £50 and £80 per exam.
- If you sit 8 exams it costs the school around £650.

I'm entitled to extra time, how much do I get?

- 25%. If you sit a 2 hour exam you get 30 minutes extra.



FAQs...

Can I take in a drink?

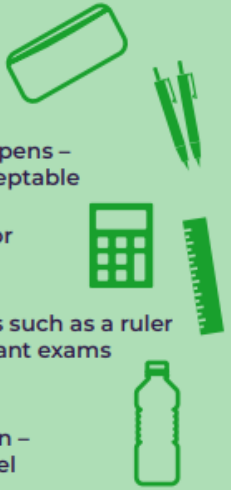
- Your water bottle must be clear. Labels must be removed.

What equipment will I need?

- Basic equipment includes a black pen, a pencil, rubber and ruler. You are advised to bring more. Some equipment can be provided.
- Pencil cases must be clear. Calculators must have no back.
- Subject-specific equipment such as calculators will be needed for some exams.
- Check with your subject teacher.

What you will need:

- ☐ a clear pencil case
- ☐ at least two black ink pens – blue pens are not acceptable
- ☐ an approved calculator for relevant exams
- ☐ appropriate apparatus such as a ruler or protractor for relevant exams
- ☐ a clear water bottle if you wish to take one in – it must not have a label





FAQs...

I have a clash – 2 exams at the same time. What happens?

- Unfortunately, clashes are quite common.
- You will sit one of the exams. You will then be isolated so that you cannot confer with your friends who have already taken the exam.
- You will then sit the exam you missed.

When do I get my results?

- Results are released in August. For GCSEs, this is usually the Thursday before the August Bank Holiday. You will be invited into school to collect your results.



FAQs...

What if there's a fire alarm?

- Please remain in silence.
- You will be escorted out of the building and will need to remain in your exam group - DO NOT go to form.
- We will prioritise getting you back into the building once we receive the all clear.
- The time allowed will be extended.
- Let's hope this doesn't happen.

Any other questions?