

Year 10 End-of-Year Exams

**Arrangements and Important
Information**

Exams for Y10 students start on Monday 21st June 2021.

Your form tutor is now going to take you through the most important information regarding these exams.

Please remember that exam rules are put in place by the school, but also by the government. If we are asking you to do something, it is because it is really, really important.

Full uniform is expected to be worn during this exam period and you must attend normal lessons when you are not in exams.

Exam times

Please read your exam timetable carefully.

Morning Exams

Morning exams mostly begin at 9.00am (except Computing at 10.30am).

You will go to form time as normal. Do not be late.

Your form tutor will be told by Mr Beeden, Mr Bristow or Mr Jones when to send you down to the exam rooms. This will be *before* 9.00am so the exam can start on time.

The exam rooms for most students are the Main Hall or the Performance Space (B19/B20). You have a specific seat to sit in – you must sit in that seat.

Afternoon Exams

These mostly start at 1.15pm. You should wait in the Dining Hall from 1.05pm until Mr Beeden, Mr Bristow or Mr Jones send you to the correct room.

Rules of the exams:

These are formal exams and all exam centres have certain rules we must follow during exam periods.

These rules are non-negotiable:

- Once you **enter the exam room** you must not speak or communicate with any other student. If you need to talk to an invigilator, put your hand up. Anyone breaking this rule could be disqualified from the exam.
- Your phone must be **switched off** and be placed **in your bag**. If you have a phone in your pocket you may be disqualified from the exam. **This is standard in all formal exams.**
- **Your bag** must be placed outside the exam room (except separate rooms – at the side of the room).
- If you want to take a drink in, it must be a clear bottle with no labels.
- Any pencil cases must be clear plastic/clear material and have no notes/labels.
- Calculator lids must be taken off and placed in bags.
- You must write in black pen.
- No watches of any kind can be used in the exam.
- If you have an afternoon exam, you may leave school once the exam has finished.
- You cannot borrow calculators – you must bring your own.
- Toilet visits during the exams are not allowed. They will only be permitted in emergencies and your year manager will be informed. The exception to this rule is for those with a genuine toilet pass.
- Exam packs (clear wallet, pen, pencil, maths equipment) will be on sale from Mr Beeden's office for £1 from tomorrow.

Break time adjustments

There are a few occasions when you will have a delayed, or slightly reduced break time. This is unavoidable during these weeks.

Monday 21st June – you will have a break after the English exam. You will all go to P3 as normal.

Tuesday 22nd June – reduced break if you do the History exam.

Wednesday 23rd June – reduced break if you do the French or German exams.

Thursday 24th June – you will have a break after the Maths exam until 11am. You will then go to P2.

Thursday 1st July - you will have a break after the Maths exam until 11am. You will then go to P2.

All other days the exams shouldn't affect your break times.

Lunch times are unaffected.

What if I have Covid or am self-isolating?

If you are absent through Covid you may still be able to do the exams. You should contact Mr Beeden, or enquiries@ecgbert.Sheffield.sch.uk and a member of the pastoral team will try and support you where we can.

You will follow your normal exam timetable.

What if I am ill?

If you are too unwell to take an exam you should inform school in the normal way.