



The Marlborough
Science Academy
'shaping futures'



Year 11 Public Examinations 2024



Revision:

- If you are coming to school for revision sessions once study leave starts:
 - You **must** wear your lanyard.
 - You **must** sign in and sign out at the attendance office in Seacole.
- If you need a quiet area to study between exams the Sixth Form Study is available, but it is for *silent* working only.



Revision:

- If you require lunch before an afternoon exam, there will be a reduced lunch provision available in the canteen from 12:30pm.





Before the exam season starts:

- Make sure you have the exam timetable, it has been emailed to you and your parents and can be found in the Exams section of Edulink.
- Make sure you know which venue you are in.
- If you are in the Sports Hall make sure you know which seat and row you are sitting in.
- Make sure you have all your equipment ready.



Before the exam season starts:

- If you are in the Sports Hall, you will sit in the same seat for every exam.
- In Edulink check the seat for your English Language exam, this will be your seat for the whole season.
- An Edulink message has been sent to students in other venues.



On the Day



- Morning exams start at 9am.
- Afternoon exams start at 1:15pm.
- Ensure you get to your exam venue in plenty of time.



On the Day



- Make sure you go to the toilet before going to your exam venue.
- Line up quietly at the end of the street, outside by the gym.
- You will be called into the exam venue a few rows at a time (so make sure you know which row you are sitting in).
- Put your bag and coat at the back of your row and find your seat.



On the Day



Exam conditions begin as soon as you enter the exam venue.

- You must be silent and not communicate with any other candidates whilst in the venue.
- If you have any questions raise your hand once seated and ask one of the invigilators.
- You must remain silent until you have left the venue at the end of the paper.



Dress Code

Year 11 are allowed to wear non-uniform to sit their exams, however clothing must be appropriate for school.

- Students dressed inappropriately will be asked to wear uniform for their remaining examinations.

We would not expect to see the following :

- piercings or tattoos,
- very short 'shorts' or skirts,
- midriffs,
- strapless tops, off the shoulder or tops with spaghetti straps,
- t-shirts with unsuitable logos,
- anything else deemed as inappropriate by the leadership team.



Equipment

Make sure you have your own equipment ready,
including:

- 2 black pens
- a pencil
- a ruler
- an eraser
- a scientific calculator
- Maths equipment
(for your Maths exams)



All your equipment must be in a
clear pencil case.



Mobile Phones, Watches and any other Electronic Device

- If you have your mobile phone with you:
 - Take it out of your bag and switch it off.



- Take it with you to your seat and place it in the plastic wallet that will be on your desk, along with any ear-buds, head phone, your watch, any other device and your ID badge.

- Place the plastic wallet on the floor under your desk.





Calculators

- In an exam in where you are allowed to use a calculator:
 - You must provide your own (there are no spares in the venue).
 - The cover must go in your plastic wallet below your desk.





Water Bottles

- You are allowed to take a water bottle into the venue but the label must be removed.
- No other food or drink is allowed in the venue.





Toilet Breaks

- Make sure you visit the toilet before coming into the exam venue.
- To avoid disruption to other candidates, you will *not* be allowed a toilet break in the first 30 minutes or the last 30 minutes of an exam.





Contingency Days

- Every year the exam awarding bodies nominate several contingency exam dates on which exams can be run should they need to be cancelled on their planned date. It is important that students are available on these dates in the unlikely event of an exam needing to be rearranged by the exam awarding bodies.
- For 2024 the contingency days are:
 - Thursday 6th June (afternoon only)
 - Thursday 13th June (afternoon only)
 - Wednesday 26th June (all day)



Results Days

- GCSE Results Day is *Thursday 22nd August 2024*.
- Results will be available in school for collection from 8.30am and on Edulink from 11am.
- Staff will be on site to discuss applications to the sixth form or any concerns you may have with your results.



FAQs

- *Who should I contact if I have a question about exams?*
 - Email the Exams Officers on examqueries@marlborough.herts.sch.uk
 - Visit the Exams Office at the end of the staff room corridor.



FAQs

- *What should I do if I am absent for an exam?*

Public exams cannot be rescheduled.

If you are so unwell that you cannot attend the exam make sure you or your parents contact the school to say you are out then:

- Email the Exams Officers on examqueries@marlborough.herts.sch.uk
- It may be possible to apply for special considerations if you are absent for a legitimate reason with medical evidence.



Finally,

We want to wish you all the best of luck during your exams over the next few weeks and every success in your future studies.



AQA

City & Guilds

CCEA

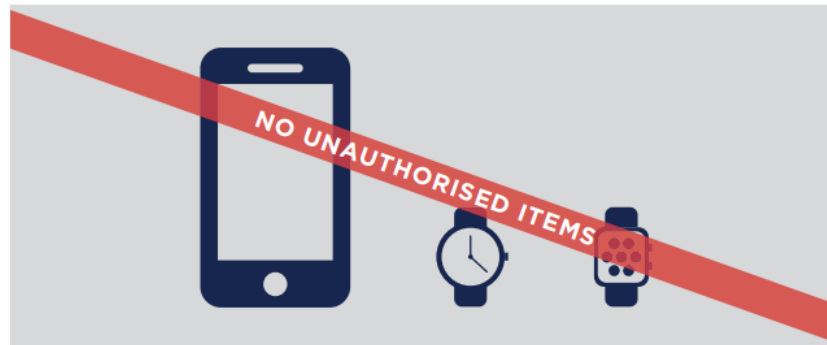
OCR

Pearson

WJEC

NO MOBILE PHONES NO WATCHES

NO POTENTIAL TECHNOLOGICAL/WEB
ENABLED SOURCES OF INFORMATION



Possession of unauthorised items, such as a mobile phone
or any watch, is a serious offence and could result in

DISQUALIFICATION

from your examination and your overall qualification.



AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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Warning to Candidates

1. You **must** be on time for all your examinations.
2. **Possession of a mobile phone** or other unauthorised material **is not allowed** even if you do not intend to use it. You will be subject to penalty and possible disqualification from the exam/qualification.
3. You **must not** talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.
4. You **must** follow the instructions of the invigilator.
5. You **must not** sit an examination in the name of another candidate.
6. You **must not** become involved in any unfair or dishonest practice in any part of the examination.
7. If you are confused about anything, only speak to an invigilator.

The Warning to Candidates must be displayed in a prominent place outside each examination room. This may be a hard copy A3 paper version or an image of the poster projected onto a wall or screen for all candidates to see.