



**Preparing  
for your  
exams and  
mocks**

# Exams at Taverham High School



**NO** equipment will be loaned during exams therefore you must be prepared with pens, pencils, rulers, erasers and calculators in a **clear** pencil case.



**Do not register in class**, we will register you in the Main Hall. Go straight to the Atrium/Canteen to be ready to store your belongings.



Bags are stored in the Canteen during exams.



# Where to find my seat?

Your exam timetable shows your seat number and exam room.

Room	Seat
Main Hall	Y6

Seat number 1 is at the **front** of the hall. The back wall is labelled with letters A-Z. Row A is **closest to the Canteen**.

On each exam desk is a candidate card which will have your name on it. This is how you can be sure you are in the correct seat. If you get stuck, please speak to an invigilator.

All mocks will take place in the **Main Hall** unless advised otherwise.



## Seating reminder

Before every exam there will be seating lists in the Canteen, Atrium and on the Exams noticeboard.

All names will be listed in alphabetical order A-Z. Find your last name and look across to the seat and room to remind yourself of your seat before the exam starts.

Cand. No.	Last Name	First Name	Seat	Room
1234	A	Joshua	W1	Main Hall
5678	B	Amy	X1	Main Hall
9101	C	Harrison	W2	Main Hall
1213	D	Gemma	W3	Main Hall
1415	E	Joseph	W4	Main Hall

# Mock Exams



We expect **all** students to treat mock exams as though they are the 'real thing'.

This means following all the JCQ rules and regulations.



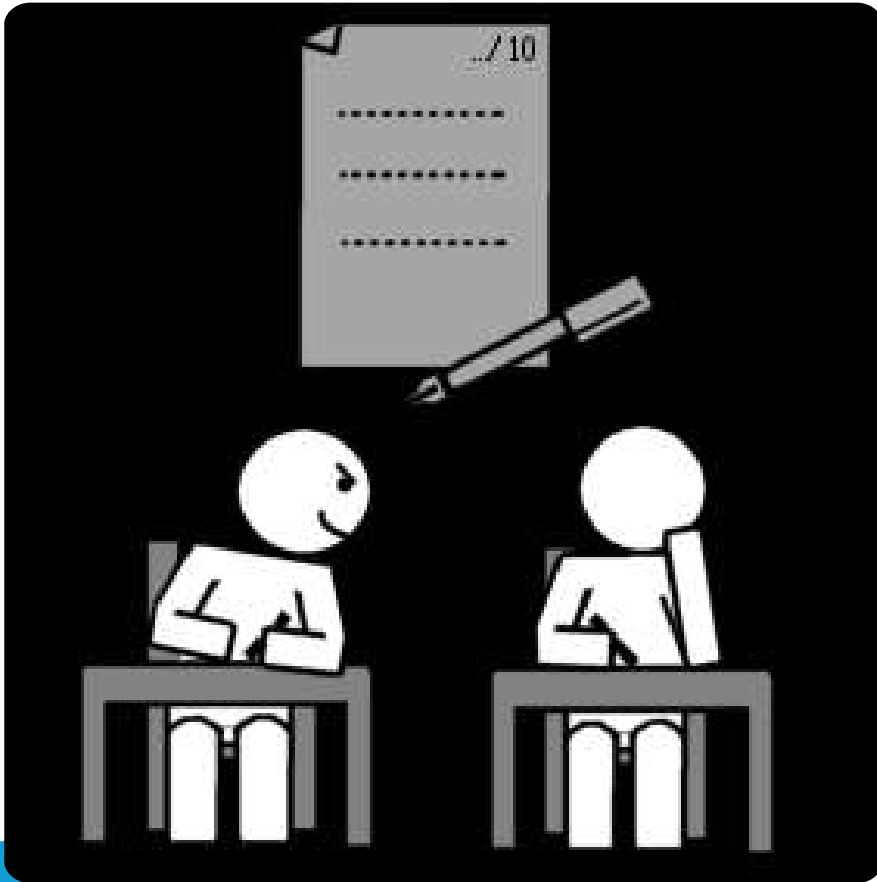
Joint Council for  
Qualifications<sup>CIC</sup>

The Joint Council for Qualifications (JCQ) sets the guidelines and regulations for exam boards and schools, ensuring the proper administration and delivery of exams.



Be on time for **all** your exams.


If you are late, your work might not be accepted.



- Do not become involved in any unfair or dishonest practice during the exam.
- If you try to cheat, or break the rules in any way, you could be disqualified from all your exams.
- You must not write inappropriate, obscene or offensive material.

- Do not borrow anything from another candidate during the exam.
- Do not talk to or try to communicate with or disturb other candidates once you have entered the exam room.





You are under formal examination conditions from the moment you enter the exam room/hall until you have left the exam room/hall. This means you should be completely silent.

Please be mindful of other students still working when collecting your belongings.

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You must not talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.

Schools are instructed by the JCQ to report **all and any** communication or disruption in the exam room/hall.

**This includes turning around to look at your friends.**

Exam boards may decide to penalise you, which could include disqualification.

REPORTING

~~failure~~

success



## NO MOBILE PHONES NO WATCHES

NO TECHNOLOGICAL OR WEB-ENABLED  
POTENTIAL 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.

You must not take into the exam room:

- (a) notes, books or papers;
- (b) AirPods, earphones/earbuds, an iPod, a mobile phone, an MP3/4 player or similar device, a watch, smart glasses or any other smart device.

**All** pockets (including blazer) **must** be empty **before** entering the exam room.



If you have any type of watch, the invigilator will ask you to hand it to them.

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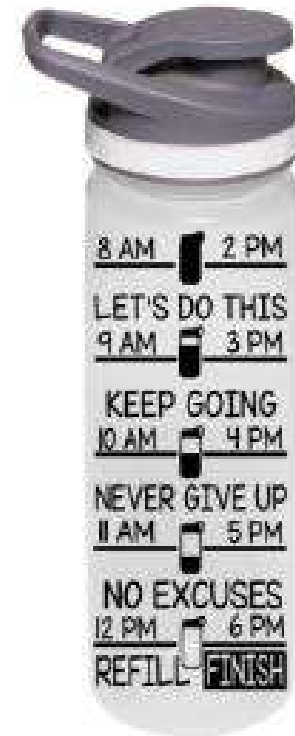
Water bottles must be clear, colourless and **without** any markings. All labels must be removed.

## **Water bottles**



Water bottles must not be coloured or have any writing on the side.

## Water bottles





**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.

**Make sure your pockets are empty!**



Do not use correcting pens, fluid or tape, erasable pens, highlighters or gel pens in your **answers**.

You can highlight the **question** if you want to.



You should only use a **black pen** to write your answers.

Pencil is used for drawings and graphs.



If you leave the exam room unaccompanied by an invigilator before the exam has finished, you will **not** be allowed to return.

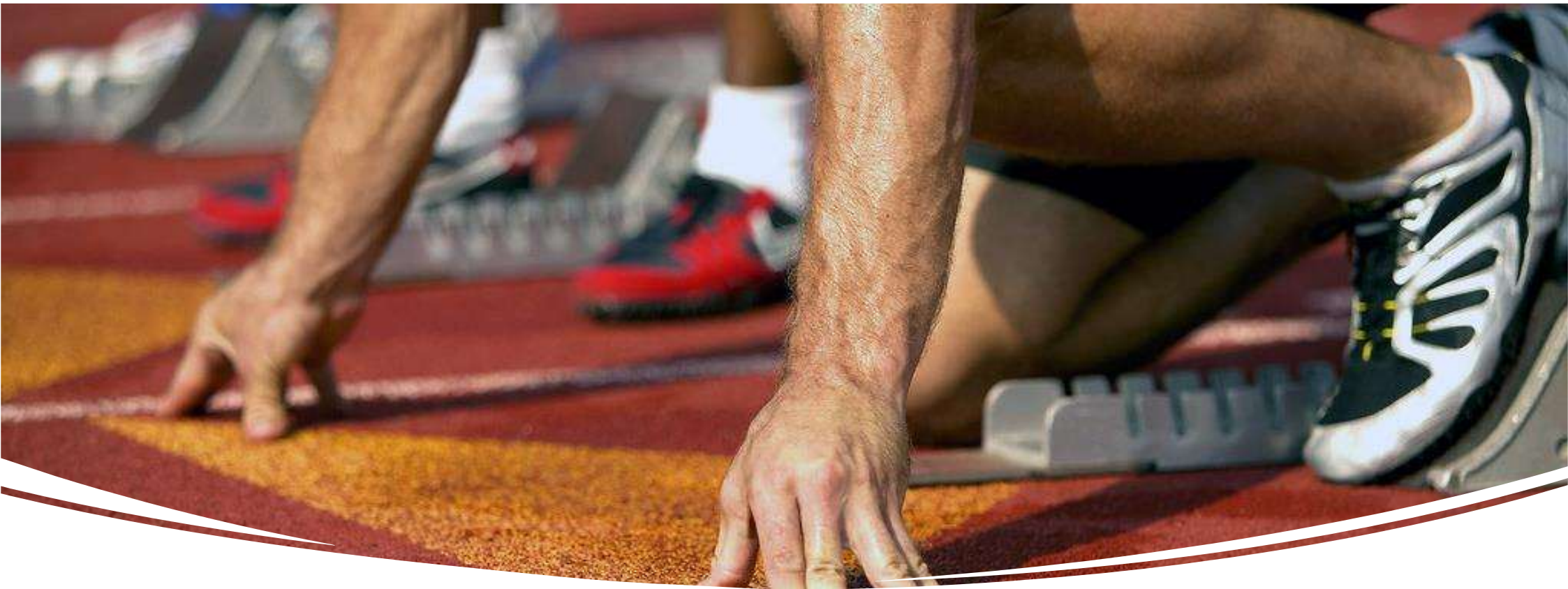


## Using the toilet during an exam


Unless you have a toilet card, you shouldn't need to go to the toilet during your exam.

Make sure you have used the facilities **before** you enter the exam hall.

Students repeatedly leaving the hall disturbs the working of others.



You must not open the question paper until the examination begins. If you do, this will be reported to the exam board.

A graphic illustration featuring a group of runners in silhouette. The central figure is a male runner in a black silhouette, captured in a celebratory pose with arms raised high, having just crossed a red ribbon finish line. Behind him, a large group of other runners in various shades of gray are shown in motion, some also crossing the finish line. The background is plain white.

## When you have finished working

You should use the entire time allocated for your exam. Once you have completed your work, use any remaining time to review your answers.

Please do not disturb other students who are still working. Turning around or attempting to communicate will be reported to the exam board.



Mocks are a time  
for...



# Compassion

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We can support each other through revision, helping classmates prepare and succeed.

**Compassion** can be shown in the exam hall, where we create a focused and calm environment for everyone.



# Opportunity

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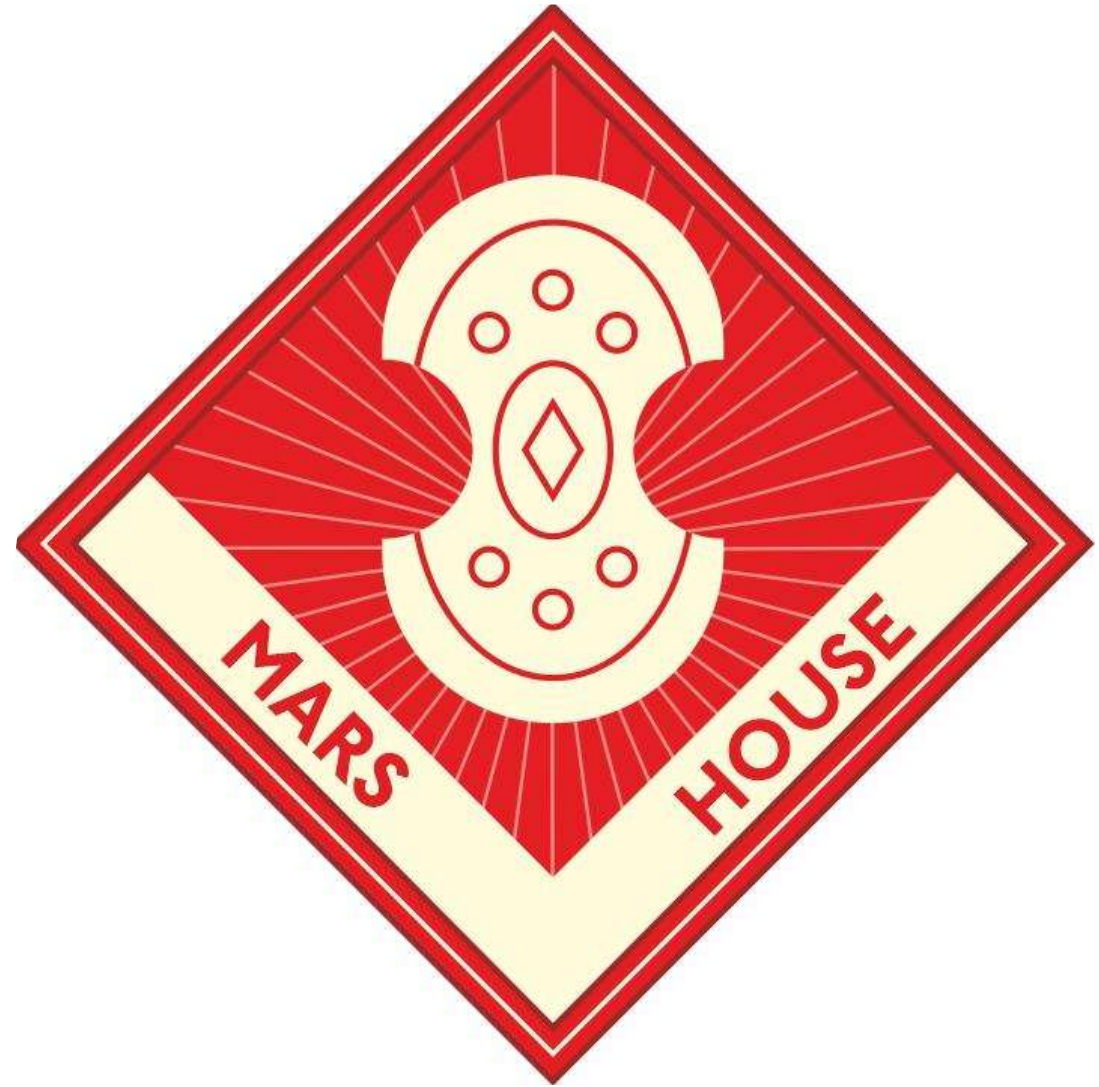
Mocks are an **opportunity** to showcase the knowledge we've gained and apply it.



# Resilience

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We build **resilience**, strengthening our stamina and preparing ourselves for the final exams.



# Discovery

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Mocks are a time for **discovery**, helping us identify areas for improvement and refine our approach for even greater success in the future.



Finally.....

*Good  
Luck!*