



16<sup>th</sup> October 2018

Dear Parents/Carers,

Re: Year 11 Mock exams

In preparation for GCSE exams, Year 11 students will be sitting mock exams. As per the 'key dates for year 11' and the school calendar (both of which can be found on the school website) these will take place from Monday 19<sup>th</sup> November to Friday 30<sup>th</sup> November.

Attached (in yellow) is the general timetable. Students will receive individual timetables in due course. On the reverse of the timetable are the updated JCQ exam regulations – please read through these with your child at home as we will be reinforcing the importance of the regulations in school. We have also attached some sample revision timetables for your child to use if they wish. Again this is something tutors will be looking at in form time in the run up to exams but can be a useful tool for you as parents to use at home with your child. The study skills pack received by each student last year has lots of ideas on how to revise; a copy can be found on our website under the parents/carers section.

Mock results will be issued on Tuesday 18<sup>th</sup> December. This allows staff to mark and moderate the exam papers and input the data into our system. We will hold a mock results session in school on that day.

We are very aware that this can be a stressful time for both students and parents so if you have any questions regarding the mock exams please do not hesitate to contact us.

Yours sincerely

K Wallace

Vice Principal: Curriculum and Achievement

Barlby High School  
York Road, Barlby, Selby North Yorkshire YO8 5JP  
Tel: 01757 706161 Fax: 01757 213699  
Email: admin@barlbyhighschool.org

## Mock exam timetable week 1

	MON 19	TUES 20	WED 21	THU 22	FRI 23
<b>TUTOR</b>					English Literature 2hrs 15 mins
<b>LESSON 1 &amp; 2</b>	Option C Art 2 Hr Food 1hr 45 mins RE 2 hr Engineering (No Exam) Health & Social (No Exam)	English Language 1hr 45 mins	Science Triple 1hr 45 mins  Combined Science 1Hr 15 mins	Maths 1hr 30 mins	English Literature 2hrs 15 mins
<b>LESSON 3</b>					
<b>LUNCH</b>					
<b>LESSON 4 &amp; 5</b>	Option D Art 2hr Music 1Hr Food 1Hr 45 mins PE 1Hr (Re-sit Students only) History 2hr (Non- Concession students) Engineering (No Exam)	Maths 1hr 30mins	Option A Geography 1Hr 30 mins History 2 Hr (Non- concession students) Spanish Reading H 1 Hr F 45 mins French Reading H 1Hr F 45 mins	Option B Geography 1Hr 30 mins Drama 1Hr 45 mins PE 1Hr (Re-sit Students only) Health & Social (No Exam) History 2hr (Non- Concession students) Engineering (No Exam)	Option A Spanish Writing French Writing H 1Hr 15 F 45 mins

## Mock exam timetable week 2

	MON 26	TUES 27	WED 28	THU 29	FRI 30
<b>TUTOR</b>					
<b>LESSON 1 &amp; 2</b>	Science Triple 1hr 45 mins  Combined Science 1Hr 15 mins	Science Triple 1hr 45 mins  Combined Science 1Hr 15 mins		History 2 Hr Concession students  Catch up session	
<b>LESSON 3</b>					
<b>LUNCH</b>					
<b>LESSON 4 &amp; 5</b>	Maths 1hr 30 mins	Spanish Listening H 45mins		Spanish Listening F 35 Mins	

Duration of exams does not show extra time, this will be added on for concession students

AQA	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.

<b>A</b>	<b>Regulations – Make sure you understand the rules</b>
1	Be on time for all your exams. If you are late, your work might not be <b>accepted</b> .
2	Do not <b>become</b> 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 <b>subjects</b> .
4	You <b>must not</b> take into the exam room: a) <b>notes</b> ; b) <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.</b>  <b>Any pencil cases taken into the exam room must be see-through.</b>  <b>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.</b>
5	If you wear a wrist watch the <b>invigilator</b> will ask you to remove it and place it on your desk.
6	Do not use <b>correcting</b> pens, fluid or tape, erasable pens, <b>highlighters</b> or gel pens in your <b>answers</b> .
7	Do not talk to or try to <b>communicate</b> with, or disturb other <b>candidates</b> once the exam has started.
8	You <b>must not</b> write <b>inappropriate, obscene or offensive</b> 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>B</b>	<b>Information – Make sure you attend your exams and bring what you need</b>
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 <b>must</b> write clearly and in black ink. Coloured pencils or inks may only be used for <b>diagrams</b> , maps, charts, etc. unless the <b>instructions</b> printed on the front of the question paper state <b>otherwise</b> .
<b>C</b>	<b>Calculators, Dictionaries and Computer Spell-checkers</b>
1	You may use a calculator unless you are told <b>otherwise</b> .
2	If you use a <b>calculator</b> : a) make sure it works properly; check that the <b>batteries</b> are working <b>properly</b> ; b) clear <b>anything</b> 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 <b>prepared</b> programs.
3	Do not use a <b>dictionary</b> or computer spell checker unless you are told <b>otherwise</b> .
<b>D</b>	<b>Instructions during the exam</b>
1	Always listen to the invigilator. Follow their <b>instructions</b> at all times.
2	Tell the <b>invigilator</b> at once if: 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 <b>question</b> paper is incomplete or badly printed.
3	Read carefully and follow the <b>instructions</b> printed on the question paper and/or on the answer <b>booklet</b> .
4	Fill in all the details required on the front of the question paper and/or the answer booklet <b>before</b> you start the exam. Make sure you fill these details in on any additional answer sheets that you use.
5	<b>Remember</b> to write your <b>answers</b> within the designated <b>sections</b> 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.
<b>E</b>	<b>Advice and assistance</b>
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: 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 <b>questions</b> .
<b>F</b>	<b>At the end of the exam</b>
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 <b>booklets</b> used or unused, rough work or any other materials provided for the exam.

Weekly Revision Planner

Week Beginning .

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Lesson 1							
Lesson 2							
Lesson 3							
Lunchtime							
Lesson 4							
Lesson 5							
3.30							
4.00							
4.30							
5.00							
5.30							
6.00							
6.30							
7.00							
7.30							
8.00							
8.30							
9.00							
9.30							

Weekly Revision Planner

Week Beginning

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Lesson 1							
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5.30							
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6.30							
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8.00							
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9.00							
9.30							