

Dear student,

Good luck for your January 2023 GCSE exams, these will count towards your final qualifications. Please have a read through this letter to answer any questions you may have.

**Finding your exam room**

When you arrive, please check the list showing the exam subjects and rooms. There will be lists located at the year 11 entrance and the main atrium by reception.

If your name appears on the list, your exam room will be shown.
If your name does not appear on the list, your exam will be in the Sports Hall.

 **Timings, before & during the exam**

Morning exams: Please register with your tutor at 08:40am. Immediately proceed to the assembly hall for 08:45am. There will be a pre-exam briefing given by your teacher or Head of Department.

Afternoon exams: You will be able to leave your period 4 lesson at 12:45pm to head to the canteen for an early lunch then proceed to the assembly hall at 1:10pm for the pre-exam briefing.

Please ensure you have all your equipment ready in a clear case. Water is only allowed in clear bottles. No food is permitted. Ensure watches and phones are switched off and in your bags.

When you arrive at the exam room, please enter in silence, place your bag to the edge of the room and find your seat, remaining silent at all times. You will be in the same room/seat for most of your exams. Follow the Invigilators’ instructions and remain silent until the exam has finished, you have been dismissed and are outside of the exam room.

**Free school meals**

On Monday 9th January, the Creative iMedia exam is due to start at 1:30pm, which means you will be in the exam during lunchtime. The canteen has been made aware of any students that are entitled to free school meals and will provide a packed lunch for you.

**National rules & regulations**

There are rules which apply to all schools and all students sitting exams in the UK. This includes information about unauthorised items, warnings for candidates, social media, malpractice and types of assessment. This information can be found under the “Exam Board Notices for all Students” section of https://iscaexeter.co.uk/school-life/exams

Please take some time to read this information; it is available for all students, staff and parents/guardians.