

Starting Examinations – Announcements

ST/v1_15/4/24

AS CANDIDATES ENTER:

Good morning/afternoon, you may enter the exam hall.

Leave all bags, coats and personal items at the outside the exam room.

Please also ensure you **DO NOT** have notes, watch or any electronic device on your person.

You are only permitted to bring exam pencil case, student ID and clear water bottle into the room.

I remind you that you are under exam conditions as soon as you enter the room. Please find your seats in silence otherwise you risk disqualification.

Remember, even if your phone is switched off and found in your pocket, the exam boards may disqualify you from this exam.

TO GET CANDIDATES SEATED:

Please find the desk with your name on the desk register. Sit down as quickly and quietly as possible and place your student ID card on the desk.

ONCE CANDIDATES ARE SETTLED:

Once you have found your seat, please fill in the front page of your answer booklet. Your candidate number is on your desk register and the centre number is 56117.

You should use **BLACK** ink only in all exams unless you are drawing a diagram in which case you are permitted to use a pencil. Tippex and ink erasers are not allowed in any exams.

If you are using a calculator and it has a plastic cover, please remove it from the cover now and place this under your desk.

If you have brought a bottle of water, please remove the label from the bottle now.

You may **NOT** leave the examination hall for the first hour of the examination nor for the last ten minutes. If you need anything during the exam, raise your hand and wait for an invigilator to come to you. I also remind you that you are expected to stay until the end of the full exam duration. This includes students with extra time.



Students who have extra time will have this indicated on their desk register. Anybody who thinks they should receive extra time and it is not listed, please raise your hand.

The finish times for the exams in this room are listed at the front of the hall. At the end of the exam you will be told to stop writing. You **MUST** stop writing as soon as this announcement is made. If you are seen to write after this announcement, you will be told to cross out this work. If you do not, you will be reported to the exam board and may still be disqualified from this exam.

When your exam is finished, wait in your seat until you are told you may leave. When you do leave, collect your belongings and leave the room as quickly and quietly as possible.

This is your last opportunity to check your pockets and make sure you don't have any phones, earpods, watches or anything else with an electronic signal on your person. Anybody found with a one of these items during the exam, even if it switched off, even if you didn't realise it was there, even if you did not intend to use it, you may be disqualified from this exam.

Are there any questions before we begin?
I will now start the clock. The time is _____.

Good luck, you may start writing.