



# Structure of the Examination Day – Student Guide

Summer Examinations - 2022

## During the week prior to Examinations:

- ✓ Discuss paper content with your class teacher
- ✓ Target revision on areas of concern in short sharp bursts
- ✓ Check the Year 11 Final Timetable to see where you need to be each day
- ✓ Plan each day

## Key Notes:

- Please be aware that some examinations may run into 1530
- If you are entitled to additional time, your exams may run later
- All staff are here to support you through this period

Session	Time	Activity	Student Guidance
<b>MORNING EXAM ARRANGEMENTS</b>	0800	Arrival and Breakfast	<ul style="list-style-type: none"> <li>• Arrive for 8am</li> <li>• Register with Mr Osben at the registration table inside the entrance to the dining hall</li> <li>• Collect breakfast</li> <li>• Bring your revision resources and calmly prepare for the morning exam</li> </ul>
	0830	Final Messages	<ul style="list-style-type: none"> <li>• Listen for key information about warm-ups and the examination</li> </ul>
	0840	Warm-ups	<ul style="list-style-type: none"> <li>• Participate in retrieval activities for key knowledge, led by your subject teachers</li> </ul>
	0855	Exam Room Opening	<ul style="list-style-type: none"> <li>• Listen to your teacher's final messages</li> <li>• Depart the warm-up room and make your way calmly to your exam room by the assigned route</li> </ul>
	0900	Exam Sitting 1	<ul style="list-style-type: none"> <li>• Place your bag in the trolley outside the sports hall</li> <li>• Find your seat</li> <li>• Listen to the invigilator's instructions</li> <li>• Do your best!</li> </ul>
	1030 (approx.)	End of Exam Sitting 1	<ul style="list-style-type: none"> <li>• Depart the room in silence</li> <li>• Collect your bag</li> <li>• Return to your timetabled lessons</li> </ul>
	1100	Break	<ul style="list-style-type: none"> <li>• Get some fresh air</li> <li>• Hydrate</li> </ul>
<b>MID-DAY</b>	1120	Lesson	<ul style="list-style-type: none"> <li>• Engage in your normal lesson with exemplary effort</li> </ul>
	1220	Lunch	<ul style="list-style-type: none"> <li>• Get some fresh air</li> <li>• Eat, hydrate</li> </ul>
<b>AFTERNOON EXAM ARRANGEMENTS</b>	1250	Registration	<ul style="list-style-type: none"> <li>• Arrive at the dining hall by 1250</li> <li>• Register with Mr Osben at the registration table outside the dining hall</li> <li>• Bring your revision resources and calmly prepare for the afternoon exam</li> </ul>
	1300	Final Messages	<ul style="list-style-type: none"> <li>• Listen for key information about warm-ups and the examination</li> </ul>
	1305	Warm-ups	<ul style="list-style-type: none"> <li>• Participate in retrieval activities for key knowledge, led by your subject teachers</li> </ul>
	1325	Exam Room Opening	<ul style="list-style-type: none"> <li>• Listen to your teacher's final messages</li> <li>• Depart the warm-up room and make your way calmly to your exam room by the assigned route</li> </ul>
	1330	Exam Sitting 2	<ul style="list-style-type: none"> <li>• Place your bag in the trolley outside the sports hall</li> <li>• Find your seat</li> <li>• Listen to the invigilator's instructions</li> <li>• Do your best!</li> </ul>
	1500 (approx.)	End of Exam Sitting 2	<ul style="list-style-type: none"> <li>• Depart the room in silence</li> <li>• Collect your bag</li> <li>• Attend your booster or elective promptly</li> </ul>
<b>POST-EXAM</b>	1505	Elective/Booster Refreshments	<ul style="list-style-type: none"> <li>• Collect a drink and snack from the dining hall</li> </ul>
	1510	Elective/Booster	<ul style="list-style-type: none"> <li>• Engage in your elective/booster with exemplary effort</li> </ul>
	1600	Departure	<ul style="list-style-type: none"> <li>• Decide on any revision focus for the evening</li> </ul>

### Routes to the Examination Rooms

Sports Hall → From the central block, make your way down the central corridor towards the Theatre. Turn right out of the door that leads to the changing rooms, past the IT office. Follow the corridor to the Sports Hall.

House → Follow the same route as above, but exit the staff doors by the Sports Hall into the carpark and make your way to the entrance of the house

Conference Room → Follow the same route as above but continue into South Block and to the end of the corridor.

***Best of luck from all staff at Caister Academy***