



# CONDUCT AND GUIDANCE FOR INTERNAL EXAMS

- ✓ Arrive on time;
- ✓ Full school uniform should be worn as always;
- ✓ Bring all necessary equipment i.e. pencils, pens, rulers, rubbers, sharpeners, protractor, compass, calculator, iPad, etc – **THIS WILL NOT BE PROVIDED;**
- ✓ Be quiet at all times in the examination room – either through study time or exam;
- ✓ Pupils will not be allowed to the toilet unless they have a medical reason;
- ✓ Appointments should not be arranged during this week;
- ✓ In the event of pupil absence please notify the school on the morning of the exam and make arrangements for the test to be carried out during another suitable time;
- ✓ At least 1-2 hours of revision should be carried out at home during exam week;
- ✓ Be aware – **these exams matter!**

**Good luck to everyone!**

