



Beyond Expectations

Exam FAQs

Q. What do I do if I have an accident or am ill before the exam?

Inform school at the earliest possible point by calling 01724 710368 or emailing our Exams Officer at shaith@theaxholmeacademy.com, so we can help or advise you. In the case of an accident that means you are unable to write it may be possible to provide you with a scribe to write your answers but we will need as much prior notice as possible.

Q. If I'm late can I still sit the examination? If you are late, it may still be possible for you to sit the examination. You should get to school as quickly as possible. Please ensure that you allow enough time to get to school so that if you are delayed (e.g. through transport problems) you will still arrive on time.

Q. What do I do if I think I have the wrong examination paper?

Invigilators will ask you to check before the exam starts. If you think something is wrong, put your hand up and tell the invigilator immediately.

Q. What do I do if I forget my Candidate Number?

You will have a card on your exam desk showing your number.

Q. What do I do if I forget the school Centre Number? The Centre Number is 44313. It will be clearly displayed in the examination rooms.

Q. What do I do if I feel ill during the exam?

Put your hand up and an invigilator will assist you. You should inform an invigilator if you feel ill before or during an exam and you feel this may have affected your performance.

Q. Can I go to the toilet during the exam? Yes, if it is absolutely necessary. You will be escorted by an invigilator. Please be aware that you will not be allowed any extra time. It is best to go to the toilet prior to your exam so you are not wasting any valuable time in the exam.

Q. If I miss the examination can I take it on another day?

No. Timetables are regulated by the awarding bodies and you must attend on the given date and time.

Q. Do I have to wear school uniform?

Yes. Normal school regulations apply to uniform, hair, jewellery, make-up, etc.

Q. What equipment should I bring for my exams?

All equipment must be carried in a clear/transparent wallet or pencil case with no writing to designs on it.

For all exams you should bring:

- 2 black biro pens (not gel pens)
- 2 pencils
- Ruler (30cm)
- Eraser

Where required you should bring:

- Mathematical equipment (protractor, compass etc.)
- Calculator (see below)
- Highlighters – these can be used on the question papers, but not in your answers

Q. Can I bring a drink into the exam room?

Candidates may bring a drink with them into the exam room. This can only be water and it must be brought in a clear plastic bottle with no colour, labels, writing or design on it.

Q. Why can't I bring my mobile telephone into the exam room?

Being in possession of a mobile phone (or any other electronic device, e.g. ipod, headphones, watch) is regarded as malpractice and is subject to severe penalty from the awarding bodies

Devices are to be handed in to invigilators on the way into the exam room, or can be left in bags at your own risk.

Q. How do I know how long the exam is?

The length of the examination is shown on your individual timetable under the heading 'duration'. Invigilators will tell you when to start and finish the exam. They will write the finish time of the exam on a board at the front of the exam room. There will be a clock in examination rooms.

Q. Can I leave the exam early?

It is not the school's policy to allow candidates to leave the exam room early, as this is disruptive to other candidates. A candidate may not leave the examination room without the permission of the invigilators, and only for an emergency.

Q. What do I do if the fire alarm goes? The examination invigilators will tell you what to do. If you have to evacuate the room, leave everything on your desk and leave the room in silence. You must not attempt to communicate with any other candidates during the evacuation.