Ysgol Uwchradd y Drenewydd
Newtown High School

Pennaeth/Headteacher: Mr R Edwards
Cadeirydd y Llywodraethwyr/Chair of Governors: Mr R Harper

www.newtown-hs.powys.sch.uk | office@newtown-hs.powys.sch.uk | @TheCyfle

Outside each exam room will be a copy of the regulations which have been agreed by all exam boards. This sheet gives you further guidance to help you through your exams so that you are quite clear as to what is expected of you. Make sure you read both documents carefully and if there is anything you are unsure of please ask.

Some important points:-

• Follow your personal exam timetable closely. Keep it in a safe place. If you lose it see Mrs Ottaway.

• Make sure you know your candidate number. It is shown as Exam Number on your timetable.

• Exam room schedules are put up every morning outside the Girls Gym (NC) -please check where your exam is taking place and at what time daily.

• Morning sessions begin at 09:00, and afternoon sessions at 13:30 unless otherwise indicated- please note, on occasions it may become necessary to change the morning start time to 9:30am and afternoon start time to 1:00pm. Always check your exam timetable for start times.

• Aim to arrive at the exam room at least 10 minutes before the scheduled session start time. If you are late it will cause you unnecessary anxiety, and if you are very late you may not be allowed into the exam room.

• You are expected to attend exams in correct school uniform. You may not be allowed in if you are incorrectly or inappropriately dressed.

• Wait outside the exam room until you are called in. Remember to visit the toilet – you could have a long desperate wait otherwise!

• Bags and coats must be left at home or outside the exam room. We do not have the facility to lock items away. Only bring to the exam what you will need. Mobile phones, large amounts of money, bank cards etc should be left at home. Valuable items you do bring must be handed in to Student Reception to be collected at the end of the session.

• Smart Watches, Wrist Watches and Ear Pods are not allowed into the examination room. Please hand in to the invigilator or Exams Officer before the start of the exam.

• Before you enter the room check where you are to sit according to the plan displayed outside the exam room.

Newtown Campus, Dolfor Road, Newtown, Powys, SY16 1JE
Ffôn/Phone: 01686 626304 | Ffacs/Fax: 01686 629956

John Beddoes Campus, Broadaxe Lane, Presteigne, Powys, LD8 2YT
Ffôn/Phone: 01544 267259 | Ffacs/Fax: 01544 267173

• Pencil cases are not allowed unless they are clear. Pencil tins, boxes and 'solid colour' cases are not acceptable. A clear plastic sandwich-type bag is just as good as a clear pencil case.

• Make sure you have appropriate equipment for each exam – Black pen (plus spare), pencil, rubber, ruler, sharpener are essential. For certain exams eg. Maths, Science, Geography, Design Technology, you may need to add compass, protractor, calculator, coloured pencils to your list. Check with your teacher. You will not be able to borrow any equipment during the exam.

• Only clear water bottles are allowed into the examination room. Any labels on bottles will need to be removed before hand.

• As soon as you enter the room you must not communicate in any way with anyone other than the invigilator until you leave the room.

• If you become unwell during the exam raise your hand and inform an invigilator.

If you have a specific medical condition, eg diabetes, make sure you bring the appropriate drink, snack and glucose sweets with you and put them on the floor beside your desk.

• You must remain in the exam room for the time allocated to the paper. If you have any time remaining use it wisely to check your work – you will not have another opportunity and a correction may result in a better final grade.

• If you are too ill or if there is another emergency you must let Mrs Ottaway know by telephone at the earliest opportunity.

• If there are particular circumstances such as a recent illness or if you are suffering distress for a particular reason, and you feel it has affected your performance in the exam, inform Mrs Ottaway and bring a letter from home. We may be able to apply to the exam board(s) for special consideration.

If you are entitled to Access Arrangements in your exams such as extra time, you will have been informed of these arrangements before the exam period – please see Mrs Ottaway/Mrs Hamilton ALONCO if you have any queries/questions regarding Access Arrangements. Finally, plan your preparation carefully and thoroughly, including time for yourself, and most of all GOOD LUCK

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BELONG, BELIEVE, ACHIEVE

PERTHYN, CREDU, LLWYDDO

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