



Friday 8<sup>th</sup> June 2018

Dear Parent,

## YEAR 10 PRACTICE EXAMINATIONS 2018

As you are aware all of the new GCSE courses follow a linear examination system where students sit their GCSEs at the end of Year 11. We therefore feel that it is important that we ensure our students gain experience of an examination season. We also need to assess each student's progress in the first half of their GCSE course. In order for this experience to be meaningful we will run each examination in accordance to the JCQ regulations.

Attached is the Year 10 examination timetable that starts on Monday 25<sup>th</sup> June till Tuesday 3<sup>rd</sup> July along with the information and advice for students that they will receive during an assembly on Monday 11<sup>th</sup> June. Each student will receive a personalised examination timetable with the location of their examination, their seat number, a copy of the JCQ regulations which state the conditions under which external examinations are held and an equipment list. A copy of these regulations, information for candidates and the equipment list can be found on Firefly under Examination Information.

The normal school timetable will run during this period and any students not sitting examinations will be in lessons. Students sitting their examinations will be in the school hall, sports hall or allocated examination room under exam conditions.

If you have any queries regarding the practice exams please contact me via the school office or at [t.houghton@tarletonacademy.org](mailto:t.houghton@tarletonacademy.org)

Yours sincerely

Mr T Houghton  
Assistant Headteacher – Curriculum and Assessment

*Outstanding education at the heart of the community*

**Summer 2018**



**TARLETON**  
ACADEMY

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**Year 10 Examination Timetable**

Day (Week 1)	P1 8.45am-9.50am	P2 9.50am-10.50am	P3 11.10am-12.10pm	P4 12.10pm-1.10pm	Pm Reg 1.50pm-2.15pm	P5 2.15pm-3.15pm
Monday 25th June			Music (1hr15min)		History (1hr 15min)	
Tuesday 26th June	Maths non-calc (1hr30min)		Computer Science (1hr30min)		English Component 2- Literature (1hr)	
Wednesday 27th June	Geography (1hr30min)		Food Practical Group 1 (2hr)		Spanish Listening (35min)	
Thursday 28th June	RE (2hr)		Drama (1hr30min)		Spanish Reading (40min)	
Friday 29th June			Maths Calc Paper 1 (1hr30min)		History (45min)	
Monday 2nd July			Science (1hr30min)		ART PRACTICAL ALL DAY	
Tuesday 3rd July			Maths Calc Paper 2 (1hr30min)			
Monday 2nd July	German Writing (1hr20min)				English Component 2- Reading (1hr)	
Tuesday 3rd July	Spanish Writing (1hr20min)					
Tuesday 3rd July	Food Practical Group 2 (2hr)		German Listening (40min)		PE GCSE (1hr)	
			German Reading (50min)			

AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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**Information for candidates**  
**For written examinations – effective from 1 September 2017**

**This document has been written to help you. Read it carefully and follow the instructions.**  
**If there is anything you do not understand, especially which calculator you may use, ask your teacher.**

<b>A Regulations – Make sure you understand the rules</b>	
1	Be on time for all your exams. If you are late, your work might not be accepted.
2	Do not become involved in any unfair or dishonest practice during the exam.
3	If you try to cheat, or break the rules in any way, you could be disqualified from all your subjects.
4	You <b>must not</b> take into the exam room: <ul style="list-style-type: none"> <li>• notes;</li> <li>• potential technological/web enabled sources of information such as an iPod, a mobile phone, a MP3/4 player, a smartwatch or a wrist watch which has a data storage device.</li> </ul> <p><b>Any pencil cases taken into the exam room must be see-through.</b></p> <p><b>Remember:</b> possession of unauthorised material is breaking the rules, even if you do not intend to use it, and you will be subject to penalty and possible disqualification.</p>
5	If you wear a wrist watch the invigilator will ask you to remove it and place it on your desk.
6	Do not use correcting pens, fluid or tape, erasable pens, highlighters or gel pens in your answers.
7	Do not talk to or try to communicate with, or disturb other candidates once the exam has started.
8	You <b>must not</b> write inappropriate, obscene or offensive material.
9	If you leave the exam room unaccompanied by an invigilator before the exam has finished, you will not be allowed to return.
10	Do not borrow anything from another candidate during the exam.
<b>B Information – Make sure you attend your exams and bring what you need</b>	
1	Know the dates and times of all your exams. Arrive at least ten minutes before the start of each exam.
2	If you arrive late for an exam, report to the invigilator running the exam.
3	If you arrive more than one hour after the published starting time for the exam, you may not be allowed to take it.
4	Only take into the exam room the pens, pencils, erasers and any other equipment which you need for the exam.
5	You <b>must</b> write clearly and in black ink. Coloured pencils or inks may only be used for diagrams, maps, charts, etc. unless the instructions printed on the front of the question paper state otherwise.
<b>C Calculators, Dictionaries and Computer Spell-checkers</b>	
1	You may use a calculator unless you are told otherwise.
2	If you use a calculator: <ul style="list-style-type: none"> <li>• make sure it works properly; check that the batteries are working properly;</li> <li>• clear anything stored in it;</li> <li>• remove any parts such as cases, lids or covers which have printed instructions or formulas;</li> <li>• do not bring into the exam room any operating instructions or prepared programs.</li> </ul>
3	Do not use a dictionary or computer spell checker unless you are told otherwise.
<b>D Instructions during the exam</b>	
1	Always listen to the invigilator. Follow their instructions at all times.
2	Tell the invigilator at once if: <ul style="list-style-type: none"> <li>• you think you have not been given the right question paper or all of the materials listed on the front of the paper;</li> <li>• the question paper is incomplete or badly printed.</li> </ul>
3	Read carefully and follow the instructions printed on the question paper and/or on the answer booklet.
4	Fill in all the details required on the front of the question paper and/or the answer booklet <b>before</b> you start the exam. Make sure you fill these details in on any additional answer sheets that you use.
5	Remember to write your answers within the designated sections of the answer booklet.
6	Do your rough work on the proper exam stationery. Cross it through and hand it in with your answers. Make sure you add your candidate details to any additional answer sheets that you use.
<b>E Advice and assistance</b>	
1	If on the day of the exam you feel that your work may be affected by ill health or any other reason, tell the invigilator.
2	Put up your hand during the exam if: <ul style="list-style-type: none"> <li>• you have a problem and are in doubt about what you should do;</li> <li>• you do not feel well;</li> <li>• you need more paper.</li> </ul>
3	You must not ask for, and will not be given, any explanation of the questions.
<b>F At the end of the exam</b>	
1	If you have used more than one answer booklet and/or any supplementary answer sheets, place them in the correct order. Place any loose additional answer sheets inside your answer booklet. Make sure you add your candidate details to any additional answer sheets that you use.
2	Do not leave the exam room until told to do so by the invigilator.
3	Do not take from the exam room any stationery. This includes the question paper, answer booklets used or unused, rough work or any other materials provided for the exam.