



# Ramsey Grammar School

*Scoil Ghrammeydys Rhumsaa*

## YEAR 11 GCSE EXAMS

MAY/JUNE 2021



Along with this booklet you will receive:

1. Your personal examination timetable - Via separate email
- 2 Information for Candidates from JCQ
  - a. Written Examinations
  - b. Social media
  - c. Privacy Notice
  - d. Non Examination Assessments
  - e. Coursework Assessments
  - f. On-Screen Examinations

Please read through this email and its attachments carefully. It contains important information about your forthcoming GCSE exams. From past experience, we know it is better to ensure in advance that there are no unfortunate misunderstandings during the examination period, as afterwards it may be too late to make amends.

If you have any queries regarding entries, please speak initially to the relevant teacher. All entry fees (with the exception of resits) are met by the school.

We wish you every success with your GCSE examinations.

## Exam Dates



### Exam Dates

Currently GCSE exams run from Friday 1st May to Friday 26th June 2021. Holidays should **not be booked during this period** as the awarding bodies do not accept this as a valid reason for absence. Some GCSE examinations (eg language speaking tests, controlled assessments, etc.) are time-tabled by teachers prior to the main exam period and these do not appear on your timetable.

**Timetable Clashes** Don't panic if your timetable shows two exams at the same time. In practice these will run one after the other with a short break between. Sometimes an exam may have to be moved to the morning or afternoon. The Exams Officers will be aware of dashes and will help you resolve them. You may need to bring a packed lunch

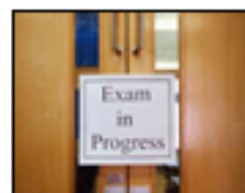


### Examination Times

Morning exams start at 9.00 am arrive so as to be seated at 8:50am  
Afternoon exams start at 2.00 pm arrive so as to be seated by 1:50am  
(TT week exams will be at 1.00pm arrive to be seated at 12:50)

### Exam Rooms

Most exams take place in the hall in the West Building. Some students may be seated in alternative rooms, such as the conference room. For very large exams, the East Hall may also be used. Please check the seating plans opposite the West Hall These will be available at least 48 hours prior to the Exam.



### TT Race Weeks (Exams continue during TT Fortnight 31st May –11th June )

Allow enough time to arrive and use a safe route to school, which can only be accessed via the footbridge when races are on.

### Coursework/Controlled Assessments

All classes have been given final handing-in dates by teachers. Awarding bodies are strict about deadlines. Work not handed in on time will mean your entry for that subject is withdrawn and you will be charged the fee.



**Uniform** It is a pre-requisite of entry to the examinations rooms that **full school uniform** is worn. This includes TT fortnight. However as the hall gets warm jackets may be removed as required.



### **Exam Equipment**

Come equipped with everything you might need in a **transparent** pencil case. You must write with **black** pen or biro. Also bring a calculator, protractor, a pair of compasses, ruler, pencils, crayons, eraser and pencil sharpener (as required). Invigilators can supply only a limited number of items. Students who fail to bring what they need may not be able to do themselves justice in their exam. **Drink bottles can be taken in, but must be clear and without a label and contain only water. RGS bottles are accepted**

### **Mobile Phones, Coats, Bags, etc.**

Mobile phones, iPods, MP3 players, smart watches or any products with an electronic communication/storage device are **strictly prohibited** and you will be subject to a penalty if found in your possession during an exam. The sensible course of action is to **leave these items at home**. Bags, coats, hats, etc. are also not allowed. If you are in the West Hall, these items can be left in the bag store. **Please note that the security of items left outside the exam room, or with invigilators, cannot be guaranteed.**



**RGS will also operate an Empty pocket policy**

### **Exam Rules**

#### **DON'T RISK DISQUALIFICATION!**

Make sure you know, understand and obey the basic exam rules, which are always on posters outside exam rooms.

**Absences** If you miss an exam due to illness, it is **vitaly important** that a medical letter from your doctor is submitted to one of our Exams Officers within five days of the date of the exam. In certain cases, the awarding bodies will grant special consideration and may award a grade based on marks in a different paper or coursework. All other absences will automatically lead to failure and the authority will require you to reimburse the full cost of the entry fees.



**Problems on (or just before) exam days** Please don't hesitate to see the Exams Officers or Invigilator if you are feeling unwell, have an injury that affects your ability to write, or have any other problem which may affect your ability to perform.



**Signing Out** All Year 11 students must complete a sign-out form (obtainable from the school offices or Head of Year). The school will not issue certificates or provide references to any student who has not handed in their form (signed by teachers when textbooks are returned).

## Results Day



GCSE Results are published on Friday 27th August. Statements of Results can be picked up at school from 08.00 am. If you are unable to collect your results on the day, please let us know so that we can email them out to you. Please ask at the Exams Office. Results will **not** be given out over the phone. If you would like a friend or relative to collect your results on your behalf, please make sure you give them a letter bearing your signature to bring with them on Results Day. (Results belong to candidates not to parents or carers, so you must sign to give your permission.) Currently iGCSE results will be available on line on 13th August. CIE exam code will be issued and sent via form classes in April 2021.

**The Sixth Form at RGS** The Sixth Form Team will be in school on results day to give advice about joining the Sixth Form in September. If you cannot attend on results day, don't worry, let The Sixth Form team or the Exams Officers know that you are interested and they will ensure you receive a Sixth Form welcome pack if you meet the entrance requirements.



## GCSE Certificates

The Statement of Results you receive on Results Day is provisional. Only the certificates issued at the end of November by the awarding bodies are official confirmation of your results and will be required by universities, and by employers well into the future. Certificates will be posted to you for a fee of £5.00, in a firm envelope with signed receipt. please see the Exams office for a form **Certificates still retained by school after 1 year will be destroyed**. Certificates will not be issued to students who owe money to the school (for example, for exam resits, Smartcards or school trips).



Now, it's time to start revising ....

I must do my revision  
I must do my revision  
I must do my revision  
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