



Waterloo Lodge School

20th October 2023

Dear Parents and Carers

Re: Examinations 2024

As part of your child's study preparation, we will be running mock examinations the week beginning 13th November 2023.

The mock examinations will follow normal GCSE examination conditions and your child will be expected to arrive to school on time, follow the rules of an examination, and complete the mock examinations to their fullest.

The mock examination timetable is below. If your child normally attends an off-site provision they may only attend for part of the day, depending on the time of mock examination.

If you have any questions or concerns about the mock examinations, please call the school office on 01257 230894.



Mock Examinations Timetable Week Commencing 13th November	
Monday 13th November Morning 9:00am	Monday 13th November Afternoon 1:00pm
Food	Science Paper 1 (Biology)
Tuesday 14th November Morning 9:00am	Tuesday 14th November Afternoon 1:00pm
Maths Paper 1 (Non-Calculator)	RE Paper 1
Wednesday 15th November Morning 9:00am	Wednesday 15th November Afternoon 1:00pm
Science Paper 1 (Chemistry)	English Paper 1
Thursday 16th November Morning 9:00am	Thursday 16th November Afternoon 1:00pm
Maths Paper 2 (Calculator)	English Paper 2



**Waterloo Lodge
School**

OptionsAutism



Part of Outcomes First Group

Examination Rules and Regulations for Conducting Examinations

The examinations will follow the JCQ regulations as follows-

- No personal belongings will be allowed into the exam. This includes pencil cases, bags and any electronic devices and smart watches. Any pupils wearing watches must hand them into the invigilator before entering the examination room.
- All exam stationary, including calculators will be provided for pupils, in a see-through pencil case as per the regulations
- Water will be provided by the school, pupils may only bring see through bottles into the examination room, with the label removed.

The Exam Boards stipulate that anything else is regarded as 'unauthorised material' and must not be in the pupil's possession. This includes but is not limited to:

- Mobile phones
- MP3/4 players/iPods/electronic equipment
- Wrist watches which have a data storage device i.e., watches or any other product with text/digital facilities
- Notes of any description
- Dictionaries
- Calculator lids, cases and/or instruction leaflets
- Bags and coats (only normal indoor school uniform is allowed)
- Blotting paper
- Tissues in packets

Conduct

- Once pupils enter the exam room they must not communicate with other candidates in any way. They may only speak to the invigilators.
- Once seated they should face the front at all times and ensure that they look only at their own work.
- To avoid any misunderstanding, pupils should not look toward candidates in the rows on either side of them or behind them even if they have finished the exam.
- Pupil's conduct in the exam room must not disturb or distract any other candidates, if they do this will result in a referral being made to the Exam Board who may then take action to disqualify the pupil from all examinations
- Pupils must remain silent at all times, even when they have completed their examination.

Yours sincerely

Mr A McGoldrick
Examinations Officer