



Achieving excellence through Curriculum and Culture



Year 11
15 April 2024

Work Hard

Be Kind

Aim High

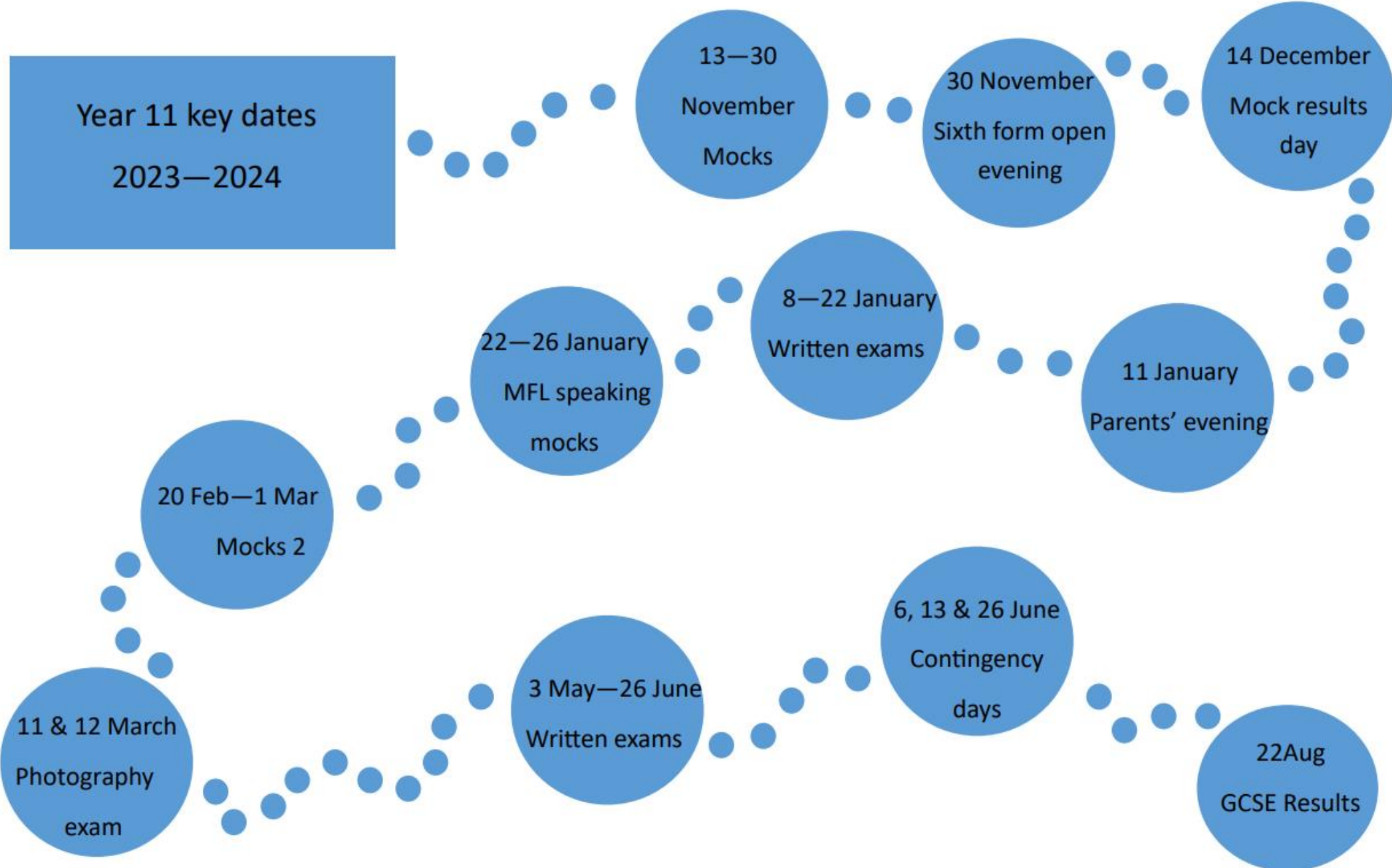
Our Ambition

*Is to empower our young people,
through education, to have the
knowledge and skills they need to
be successful in life and make a
positive difference to their
communities*

Aim

- To ensure candidates are provided with all relevant information about their exams in advance of any exams being taken
- To ensure that candidates understand the relevant JCQ information for candidates and exam room posters
- To inform candidates about malpractice

Year 11 key dates
2023—2024



50 hour challenge



You have 17 days off for Easter. 5 hours of revision a day for 10 days would make 50 hours of revision and you can still have all 3 weekends off!



FIGHT



FLIGHT

OR





FLIGHT



- Absent or late to school
- Not bothering with home learning
- Refusing to go to lessons
- Can't be bothered
- Taking the easy option



FIGHT



- Turning up, every day & on time
- Completing home learning
- Revision sessions
- Practice, practice, practice
- Hard work

Nothing in your pockets!



Be Kind

Work Hard

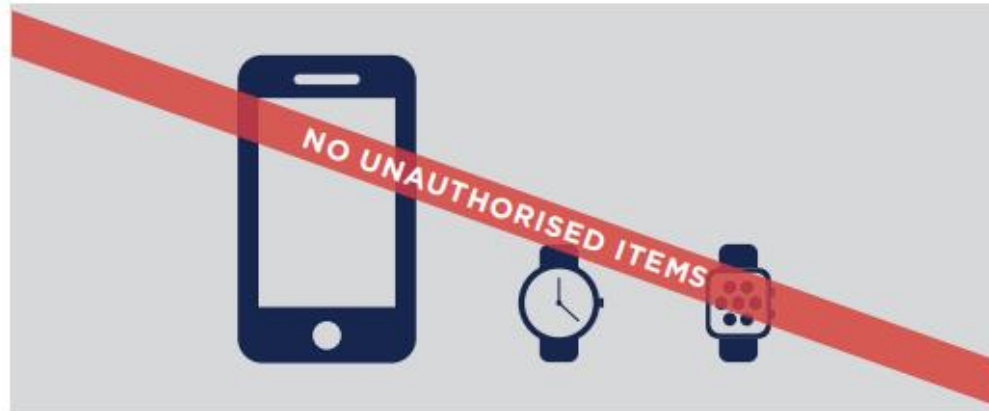
Aim High

- The following items are **NOT ALLOWED** into the exam rooms at all and must be removed from your pockets/pencil case and left in your bag:
- Phone and ear pods
- Watch and anything else around your wrist e.g. bracelets, hair scrunchies
- Chewing gum
- Any bits of paper
- Glue stick
- Calculator lid
- Cardboard cover from your eraser
- **NOTHING IN YOUR POCKETS**
- Nothing written or drawn on your hands, arms or anywhere else!



NO MOBILE PHONES NO WATCHES

NO POTENTIAL TECHNOLOGICAL/WEB
ENABLED SOURCES OF INFORMATION



Possession of unauthorised items, such as a mobile phone
or any watch, is a serious offence and could result in

DISQUALIFICATION

from your examination and your overall qualification.





AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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Warning to Candidates

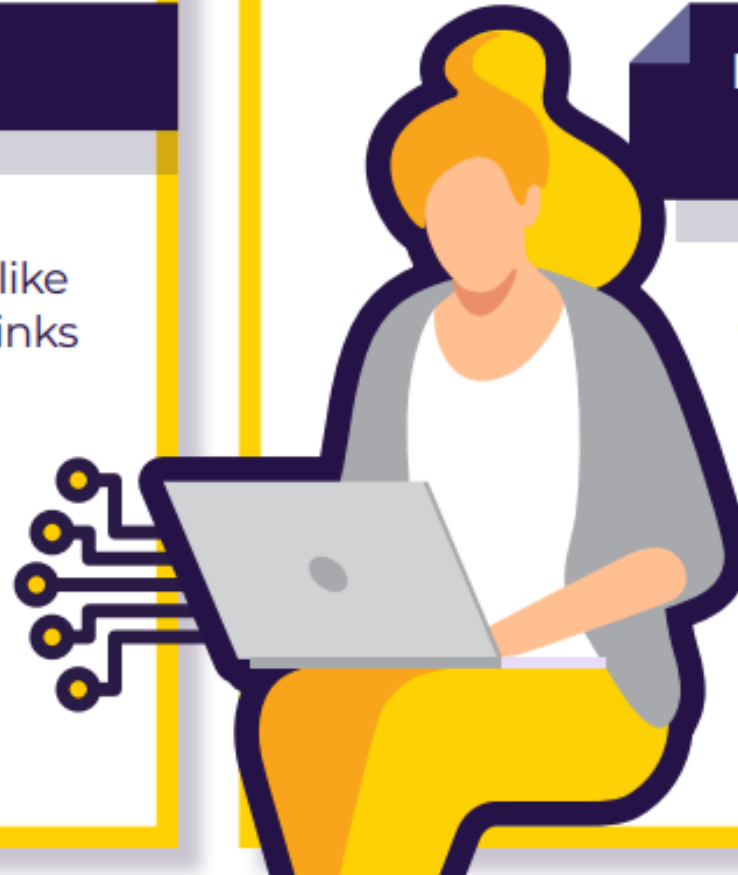
1. You **must** be on time for all your examinations.
2. **Possession of a mobile phone** or other unauthorised material **is not allowed** even if you do not intend to use it. You will be subject to penalty and possible disqualification from the exam/qualification.
3. You **must not** talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.
4. You **must** follow the instructions of the invigilator.
5. You **must not** sit an examination in the name of another candidate.
6. You **must not** become involved in any unfair or dishonest practice in any part of the examination.
7. If you are confused about anything, only speak to an invigilator.





What is AI?

- AI stands for artificial intelligence and using it is like having a computer that thinks
- AI tools like ChatGPT or Snapchat My AI can write text, make art and create music by learning from data from the internet, but watch out – they can also make things up and be biased



How can AI be misused in assessments?

AI misuse is when you take something made using AI and say it's your own work.

**THIS IS
CHEATING!**



Know the rules

- You're **not allowed** to use AI tools when you're in an exam
- Your teachers will tell you if you're allowed to use AI tools when doing your coursework – the rules will depend on your qualification
- Even if you're allowed to use AI tools, you can't get marks for content just produced by AI – your marks come from showing your own understanding and producing your own work

Reference reference reference!

If you're allowed to use AI tools, you must reference them clearly

- Name the AI tool you used
- Add the date you generated the content
- Explain how you used it
- Save a screenshot of the questions you asked and the answers you got

Declare it's all your own

work – When you hand in your assessment, you have to sign a declaration. Anything without a reference must be all your own work. If you've used an AI tool, don't sign the declaration until you're sure you've added all the references



Social media

- All exam boards monitor social media for potential student malpractice
- Candidates:
 - Must not buy, ask for or share exam content
 - Must not pass on rumours about what is in exams
 - Must not share their work
 - Must not work with others so that their NEA is not their own independent work
 - Must report it immediately if they receive information online that they know or suspect is about exam content, even if they are sure it is fake
- Students should speak to school staff if they are worried about any of these points

While we like to share our experiences online, when it comes to exams, we have to be careful.

- Sharing ideas online can be helpful when you're studying or revising
- However, sharing certain information (see information on the right) can break the rules and could affect your results
- If you're not sure what you can and can't discuss online, check with your teacher
- If you receive exam content on social media, you must tell your teacher
- Don't be caught out by scammers selling fake exam papers



A graphic of a smartphone screen with a dark purple background. The screen shows a social media post with a white background and rounded corners. The post is divided into three sections, each with a yellow circular icon containing the letters 'JCQ'. The first section is titled 'Things to do on social media:' and lists three bullet points: 'Have fun', 'Be responsible', and 'Report any exam content you see to your teacher'. The second section is titled 'Things not to do on social media:' and lists four bullet points: 'Buy/ask for/share exam content', 'Pass on rumours of what's in exams', 'Share your work', and 'Work with others so that your coursework is not your own independent work'. The third section is titled 'If you do any of the above activities, you may:' and lists four consequences, each preceded by a red exclamation mark icon: 'Receive a written warning', 'Lose marks', 'Be disqualified from a part of or all of your qualifications', and 'Be banned from taking assessments for a number of years'. To the right of the screen, there is a dark blue speech bubble, a yellow square with a white mountain-like shape, and a dark blue square with a white exclamation mark icon.

Please take the time to familiarise yourself with the JCQ rules:
[jqc.org.uk/exams-office/information-for-candidates-dates-documents](https://www.jcq.org.uk/exams-office/information-for-candidates-dates-documents)

The Exams Office

Instructions for candidates video 2023-24

<https://www.youtube.com/watch?v=xLDe6JDlcjU>





Timings

am session

8:45am Exams start

8:30am Line up

8:20am Bag drop

pm session

1:30am Exams start

1:15am Line up

1:05am Bag drop

12:40 Early lunch



At the start of the exam

- Once you have entered the exam room you are under exam conditions
This means that you cannot communicate in any way with any other candidate
- You will be directed to your room & seat. If you are in any doubt, please ask
- A candidate card will be on each exam desk
- Do not deface or destroy the candidate cards
- Once seated, the invigilator will read the instructions of the exam and will announce when you can start. Listen carefully every time.

Do not write anything on your paper until you are instructed to do so, it is considered malpractice if you do.

Disturbing the exam room in any way could get you disqualified

Illness

- If you are feeling unwell on the day of your exam, we suggest you come into school and we can assess the situation when you arrive
- In most cases, it is better to take the exam if you can
- You **CANNOT** sit the exam at another time
- If you are ill and unable to attend the exam, it is vital you phone the school first thing in the morning and ask to speak to the Exams Officer or the Year 11 team
- If you are absent from an exam due to illness, you need to get a medical letter from your doctor which will be submitted to the Exam Board
- If you do not attend an exam without a valid reason, you may forfeit your chance of a grade in that subject
- If in doubt, phone the school to let us know and come in anyway

Lateness

- If you think you are going to be late for the start of your exam, please contact the school to inform us
- On arrival at school, a member of staff will escort you to the exam room
- You **MUST NOT** enter the exam room without permission once an exam has started
- Depending on how late you are, the Exam Boards may or may not not accept your script

At the end of the exam

- You will be told to put your pen down – **YOU MUST DO THIS IMMEDIATELY AND SIT IN SILENCE**, facing the front. There will still be other students with extra time or doing other exams who are still working.
- Follow the instructions of the lead invigilator.
- You must stay in **SINGLE FILE, SILENT AND FACING THE FRONT UNTIL YOU GET RIGHT OUTSIDE** the building. There will be other exams going on in other venues nearby.
- Once you leave the building, you may talk but please keep walking so that you don't block the way for other students behind you, and remember that the windows are open and other students are still working on their exam papers.
- Go quickly back to your classroom or where the lead invigilator has directed you to go. Remember, everyone else is still in lessons and must not be disturbed.

Helpful hints

- Listen carefully and follow instructions
- Check for correct paper and write your **full legal name** in the correct sections on the front of the exam paper
- Write only when instructed
- Read the exam paper thoroughly – to the back page
- Raise your hand for assistance
- Think - do not rush your answers
- Cross out any incorrect work, but no doodling
- Use all available time wisely
- Remain silent at all times

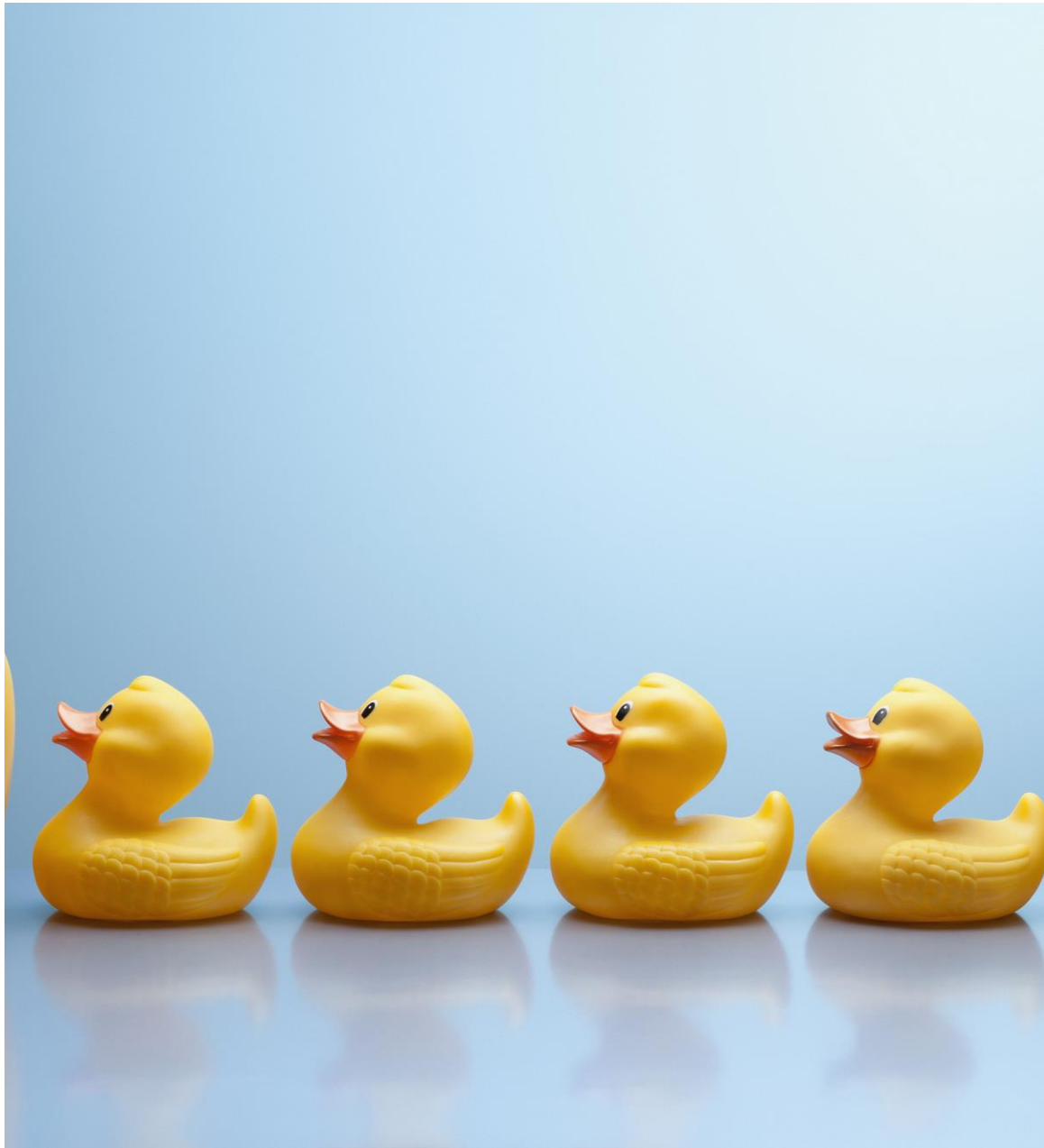


More top tips

1. **Feel the fear and channel it!**
2. **Sleep**
3. **Be on time**
4. **Get tooled up**
5. **Breathe**
6. **Instructions are your friends**
7. **Answer the question**
8. **Watch the clock**
9. **Write neatly**
10. **Do what you can with what you've got**

What if I am worried?

- Bother people!
- What can you control?



Help!

- Period 0 and tutor support
- Period 6, every day, meet in the Hall
- Champions' Hour, 4-5pm in Te11
- Equipment check/support



What do we expect?

- Hard work
- Respect

