

# Welcome Year 11!

Today's assembly will focus on:

- Exam malpractice guidelines
- Final arrangements for the exams
  - Rewards

# Malpractice

## Definition

Malpractice is any action that breaks JCQ and Exam Board regulations during:

- The preparation, authentication or completion of coursework,
- Non-examination assessments,
- Practical work,
- Portfolios
- Written exams.



Malpractice can take many different forms and result in sanctions which could affect your future.

# Examples

Bringing in **prohibited** items, materials and devices like:

- Phones
- Any kind of smart device and/or memory storage
- Watches – analogue, digital and smart
- Ear buds, earphones and headphones
- Notes, planners, revision guides including blank paper
- Personal items like medication, lip balms, tissues



# Examples

## Breaches of exam conditions

- **Not following** instructions or advice of an invigilator
- Writing on your paper before the exam other than your details when instructed to complete them
- Continuing to write after you have been told to stop
- Leaving the exam early
- Leaving the exam room **unaccompanied** by an invigilator
- Taking exam materials or equipment when leaving the room
- Communicating with other while on a supervised rest break or going to the toilet or medical
- **Causing disruption** and / or noise
- Turning around
- Making rude or offensive remarks

# Examples

## Communication

- Talking before, during and after the exam including when papers have been collected
- Non-verbal communication including turning around, catching someone's attention, passing notes, mouthing words and making gestures.
- Using offensive, obscene or discriminatory language, comments or drawings in your exam papers

## Written work

- Plagiarism from research and not correctly referencing/acknowledging the source including use of the internet and AI tools
- Making a false declaration of authenticity
- Allowing your work to be copied or showing someone your answers
- Copying someone else's work
- Defacing your exam paper

# Examples

## Exam Security

- There is an injunction in place preventing interference with public examinations
- Using social media links to try to buy or sell real or fake exam papers.
- Distributing upcoming exam papers (**real or fake**) or being sent real or fake exams papers (**even if you haven't asked for it**) via any method such as social media, emails, websites and in person.
- The exam boards monitor the dark web and all social media sites
- If you get involved by clicking or sharing social media links, you **will be tracked down by the exam boards which may lead to you being arrested by the police.**
- If someone sends you a link or any exam materials even if you haven't asked for it - **you must be reported** it to the exam board or a member of staff.
- Obstructing a malpractice investigation
- Not reporting suspected malpractice

# Sanctions

1. Warning
2. Loss of all marks for a section
3. Loss of all marks for a component
4. Loss of all marks for a unit
5. Disqualification from a unit
6. Disqualification from all units in one or more qualifications taken in that series or academic year
7. Disqualification from a whole qualification like GCSE Maths
8. Disqualification from all qualifications in that year – All your subjects
9. Candidate debarral – You are barred from taking one or more exams for a set period of time

# Exam routines





# Morning Exams

- Period 6 revision sessions will take place the day before.
- On the day of the exam, there will be 'booster' sessions from 8:15-8:45am
- You will NOT go to PDT on these days, you will instead meet with a subject specialist (timetable will be provided).
- You need to be in the timetabled room by 8:30am, having already put your belongings in your locker.
- You will leave the timetabled room from 8:45, as directed by SLT.
- After the exam – go to the Dining Hall for an early break or back to lesson (as instructed at the end of the exam)



**All morning boosters  
will be in the Maths  
classrooms**

8:15-8:25 – Morning booster session



8:25-8:30 – Bags and belongings to your lockers



★ 8:30-8:45 – in the timetabled room for the subject, with a specialist ★



8:45 – begin dismissal to the exam hall



9:00 - exam begins



Go to period 2 lesson or the Dining Hall if an early break has been given.





# Afternoon Exams

- 12.50pm go directly to **your locker**
- Come to the Dining Hall for 12:55, ready for an exam booster with a subject specialist.
- You will then be directed to the Exam Hall in small groups from 1pm.
- After the exam, if you don't have an exam the following morning, you can go home.
- If you have an exam the next day, you will be invited to attend a revision session period 6.



12:50 – Take your bags and belongings to your lockers



12:55 – Meet with a subject specialist in the Dining Hall



13:00 – begin dismissal to the exam hall



13:10 – exam begins



After the exam, go home or to the Dining Hall to await period 6  
revision session



3pm – period 6 session begins



# Exam and revision calendar

Fri 8 May	Drama	11D	N Gough		N Gough	GCSE Drama 1DR0 03 Component 3: Theatre Makers in Practice 1hr 45m	Business English	11A/Bu1, 11C/Bu1 11B/Bu1 11x1 11x2 11x3 11x4 11x5 11x6 11y1 11y2 11y3 11y4 11y5	E Shepherd J Higgins B Beaumont H Booker D Ward R Williams C Hyacinth G Henderson SPLIT S Duffy R Giddings D Gervis B Rivington	144 143 209 208 201 207 204 203 split 202 205 210 206
Mon 11 May	Englist Literature	11x1 11x2 11x3 11x4 11x5 11x6 11y1 11y2 11y3 11y4 11y5	B Beaumont H Booker D Ward R Williams C Hyacinth G Henderson SPLIT S Duffy R Giddings D Gervis B Rivington	GCSE 8702/1 English Literature Paper 1 - Shakespeare and the 19th century novel 1h 45m	J Higgins E Shepherd	GCSE 1BS0 01 Business Paper 1: Investigating Small Business 1hr 45m	Biology	All.	J Palethorpe J Stoddart J Allsop A Glossop	226 230 234 232
Tues 12 May	RE / Science	Science NA as all have a lesson P1/P3  11C1 RE	D Dickinson	GCSE 8062/13 & 15 Religious Studies A Paper 1 Christianity & Islam 1hr 45m		GCSE 8461/1F & 1H Triple Biology Paper 1 1h 45m GCSE 8464/B/1F & 1H Combined Science: Trilogy Biology Paper 1 F & H 1h 15m	Geography  Computer Science	11A 11B 11C 11D  11B/Co1	C Saunders R Siddall R Hassall R Dacey  Jamie le Roux	110 103 102 104  141

# Seating plans

You will sit in the same seat for all of your exams, for all subjects.

The only exceptions are:


- Health and Social Care on Tuesday 5<sup>th</sup> May
- Spanish and German reading and listening exams



# Exams that need a calculator

- Biology
- Chemistry
- Physics
- Business
- Engineering
- Further Maths (Paper 2)
- Geography
- Maths (Paper 2 & Paper 3)

**STUDENT EXAM STATIONERY**



Subject	Materials	Not allowed
Biology Paper 1	Black pen x 2, pencil, ruler and scientific calculator	
Biology Paper 2	Black pen x 2, pencil, ruler and scientific calculator	
Business Paper 1	Black pen x 2, pencil, highlighter, calculator	
Business Paper 2	Black pen x 2, pencil, highlighter, calculator	
Chemistry Paper 1	Black pen x 2, pencil, ruler and scientific calculator	
Chemistry Paper 2	Black pen x 2, pencil, ruler and scientific calculator	
Computer Science Paper 1	Black pen x 2, pencil, ruler, sharpener, highlighter	No Calculator
Computer Science Paper 2	Black pen x 2, pencil, ruler, sharpener, highlighter	No Calculator
Engineering	Black pen x 2, pencil, highlighter, ruler and calculator	
English Language Paper 1	Black pen x 2, highlighter	
English Language Paper 2	Black pen x 2, highlighter	
English Literature Paper 1	Black pen x 2, highlighter	
English Literature Paper 2	Black pen x 2, highlighter	
Food	Black pen x 2, highlighter	
French - all papers	Black pen x 2, highlighter	
Further Maths Paper 1	Black pen x 2, mathematical instruments	No Calculator
Further Maths Paper 2	Black pen x 2, mathematical instruments, and calculator	
Geography Paper 1	Black pen x 2, pencil, rubber, ruler, highlighter, calculator	
Geography Paper 2	Black pen x 2, pencil, rubber, ruler, highlighter, calculator	
Geography Paper 3	Black pen x 2, pencil, rubber, ruler, highlighter, calculator	
Health & Social Care	Black pen x 2, highlighter	
History Paper 1 - 11 Medicine	Black pen x 2, pencil, highlighter	
History Paper 2 - B4 Elizabeth & P3 American West	Black pen x 2, pencil, highlighter	
History Paper 3 - 31 Germany	Black pen x 2, pencil, highlighter	
Imedia	Black pen x 2, highlighter	
Maths Paper 1	Black pen x 2, pencil, ruler, protractor, compass, eraser	No Calculator
Maths Paper 2	Black pen x 2, pencil, ruler, protractor, compass, eraser, scientific calculator	
Maths Paper 3	Black pen x 2, pencil, ruler, protractor, compass, eraser, scientific calculator	
Physical Education Paper 1	Black pen x 2, highlighter	
Physical Education Paper 2	Black pen x 2, highlighter	
Physics Paper 1	Black pen x 2, pencil, ruler and scientific calculator	
Physics Paper 2	Black pen x 2, pencil, ruler, protractor and scientific calculator	
Polish - all papers	Black pen x 2, highlighter	
Religious Education Paper 1	Black pen x 2, highlighter	
Religious Education Paper 2	Black pen x 2, highlighter	
Spanish - all papers	Black pen x 2, highlighter	
Sport Studies	Black pen x 2, highlighter	



# Good luck!

