

What time your exams will start and finish

Morning exams start at **9.00 am**

Afternoon exams start at **1.30pm**

Students are expected to be outside their exam room **10 minutes** before these start times to enable the invigilators to have everyone seated in time.

Students must stay in the examination room until the end of their exam time and they are given permission to leave by an invigilator.

Some exams may start at different times and teachers will make students aware of this before the exam date

Where you will take your exams

During the year

Information will be displayed on the exam notice board. Exams are taken in a variety of rooms throughout the year.

Summer Exams

Once entries are complete, students will be informed about seating arrangements. This will be available via the student portal.

The exams notice board and outside the sport hall will be updated each day with listings of exams and students, including rooming/seating arrangements

Most students will sit summer exams in the sports hall. However if you have an access arrangement you may take yours in a different room. You will be able to see which room you need to go to on your Student Portal, usually from the first week in May.

If you have an **access arrangement**, you should have received a **contract from the Exams** office, if you are not sure please come and see the staff in the exams office or email exams@s6f.org.uk

The Sports Hall

For examinations, the hall is arranged in 13 columns numbered 1-13, and 19 rows lettered A- S. Row A is at the front of the hall and column 1 is against the wall on the right hand side of the hall as students enter from the back.

The seating is grouped into subjects and then students mostly will sit alphabetically within their subject.

In the portal students will see L10 for example which is the co-ordinates of their seat.

Invigilators will help find your seat.

Copies of the seating plans are put up the day before the exam on the exam noticeboard and outside the sports hall if it is to be used.

Exams in other rooms

In the student portal these will just show the room e.g. F005

The invigilator will inform you where to sit before the start of the examination.