

## Exam Clashes

If students identify they have two or more exam papers timetabled at the same time (a timetable clash) the Exams Manager will contact students (via College email) before the spring half term. If you have concerns, or think you have a clash that has not been identified please come to the Exams Office or email us [exams@s6f.org.uk](mailto:exams@s6f.org.uk)

There are rules that restrict our options.

1. We cannot move the timing of any maths GCSE or A level.
2. If 2 exams are timetabled for the same date and session and the total time of both exams is less than 3 hours (including extra time and rest breaks), the exams will be sat one after the other in the timetabled slot.
3. If 2 exams are timetabled for the same date and session (am or pm) and the total time of these exams is more than 3 hours (including extra time and rest breaks) the Exam Manager will move one of the exams to another session within the same day. You should be able to view this on the student portal and see the planned order of your exams.

You will be supervised throughout lunch time to ensure that the integrity of the exam is maintained. During this time you may have access to books/notes but you cannot access the internet or have your phone. You cannot have teaching/coaching from a member of staff.

4. When students have 3 or more papers timetabled within a day and the total time is in excess of 6 hours (including extra time and rest breaks) students will need to discuss this with the exams office staff.

**NB for options 2 and 3 students must hand their mobile phones in at the start of the day (or not bring them into College), students are not allowed to place them in their bags.**

**Clash students must not leave the examination room at the end of the examination session unless they are escorted by an invigilator.**