



## WINTER 2023 EXAMINATIONS: INFORMATION FOR PARENTS

Monday 27<sup>th</sup> November – Friday 8<sup>th</sup> December

1. Students have access to their Year group examination timetables on their Year group Google Classrooms. They are also available on the school website.
2. Most examinations take place in the Assembly Hall, Gym or Sports Hall except where indicated on the timetable.
3. During the examination period the normal timetable will be suspended. Normal classes will resume on Monday 11<sup>th</sup> December (Week B).
4. During the examination period there will be no Morning Assembly or Registration classes. A register will be taken in the examination venue.
5. Students are **not** expected to be in school on days when they do not have an examination.
6. When students are not in an examination they may choose to study at home or in a study room. Lists of study rooms will be made available on Google Classroom each day and displayed in the school foyer.
7. Students who are ill during the examination period or who are prevented from taking an examination for any other reason, should inform the school immediately by phone so that alternative arrangements can be made. Mrs McGuinness will make exam rearrangements and confirm details for sitting missed examinations via the student's Year Group Google Classroom.
8. During **External** examinations mobile phones are not permitted in the Examination rooms or halls. However, during the **internal** examinations students with a mobile phone will be asked to ensure that it is switched off and placed in their bags or under their desk.