

Exam Day Checklist



1. Leave plenty of time to get to school – just in case there are any delays on your journey.
2. Check the Seating Plans in the corridor so you know exactly where you are sitting before you go in to the exam room. There will often be more than one exam room!
3. Make sure you know which paper you are taking and which tier (Foundation or Higher) you have been entered for – you will be asked to check this once the question papers are handed out so you will need to know! You must let an invigilator know if you are given the wrong paper.
4. Check you have all the correct equipment for your exam – black pens, a ruler etc.
5. Make sure you have placed your coats, bags and personal belongings either at the back of the canteen or in your lockers – you will not be allowed to take them into the exam room.

Prohibited Items

Electronic Devices:



Mobile phones, smart-watches, fitness trackers, music players, headphones and any type of electronic communication or storage devices are not allowed in the exam room under any circumstances.

You are strongly advised not to bring any such devices with you to school when you have an exam.

Labels and wrappers – you **MUST** remove any label from drink bottles.

Before the start of the exam you will be asked to hand in any prohibited items to the invigilator. Make sure you do! Remember, if your phone goes off during an exam your exam entry may be disqualified!

Materials Provided by Chauncy:

- Exam approved calculators – if you bring your own, you must leave the lid in your bag
- Wrist watch – if you bring one into the exam room, it MUST be placed on your desk.
- Bottle of water – remove the label B you enter the room
- Geometry sets for maths exams

What to bring:

- Only see-through plastic pencil cases are permitted (or a clear plastic bag will do)
- Black pens only (preferably at least two - in case one runs out)
- HB Pencil
- Eraser
- Ruler
- Pencil sharpener



What NOT to bring:

- Calculator lids are *not* permitted and must be left in your bag.
- NO revision notes or text books (unless the exam paper expressly permits these – your teacher will tell you if this is the case.)
- NO mobile phones – these must be switched off and handed in
- NO smart watches – leave these at home!
- NO electronic devices of any description – wearable fitness trackers, MP3 players, headphones
- Gel pens – the exam boards can't scan them properly
- Correction fluid or tape
- Highlighter pens MAY ONLY BE USED on the question areas of an exam paper and on the resource materials. They must NOT be used in your answers at all.
- Food - biscuits or sweets are permitted, provided the wrappers have been removed

