

IB/A LEVEL TRIAL EXAMINATIONS: January 2021

Trial Examination Rules

Study Leave

1. There is full Examination/Study Leave from Tuesday 5 January – Saturday 16 January 2021 inclusive for Upper Sixth A Level boys; boys return to lessons as normal from Period 1 on Monday 18 January 2021.
2. There is full Examination/Study Leave from Tuesday 5 January – Tuesday 12 January 2021 inclusive for Upper Sixth IB boys; boys return to lessons as normal from Period 1 on Wednesday 13 January 2021.
3. Day boys must travel from home directly to school, and return from school directly to home. They should not go to town or take any risks that could result in them introducing Covid-19 to the school community.
4. Boarders will be issued with their House Study Leave rules by Housemasters and are expected to follow these rules.
5. Boys will be registered in the Exam Room. Any boy coming into school to work or revise (and not for an exam) *must* sign in and out at the Bellroom (entering via the Sixth Form doors).
6. Boys are expected to attend instrumental music lessons, Chinese lessons, EAL lessons and Academic Support lessons. If you have an exam which clashes with a lesson, you should contact your teacher to rearrange the lesson.
7. Boys are expected to fulfil any Games or Sport Team commitments throughout Study Leave unless arrangements are made in advance with the master in charge.
8. Boys are expected to know the times of their examinations and must arrive at School in good time for the start of their examinations. Social distancing must be maintained when waiting to enter examination spaces and face coverings must be worn.
9. Boys must wear School Uniform for all examinations. Coats should not be worn during examinations but boys should be sure to have an additional layer of clothing (e.g. jumper) as good ventilation will be maintained in the examination spaces.
10. Boys may use the C floor classrooms before school and between exams for quiet study. The Library will be available after School and during year-wide Fifth Form trial exams only (the main Library will be a Fifth Form zone for the majority of the trial exams fortnight). A timetable will be available by the Bell Room and on Firefly.
11. Lunch timings for the Upper Sixth will remain 12.35 pm throughout the trial examinations.

Examination Spaces

12. Exams will take place in the Memorial Hall (IB), Music Recital Hall (A Level) and D floor classrooms (A Level) unless otherwise stated on the Examination Timetable. Boys must wear face coverings when moving through larger examination spaces but may remove when at their assigned desk.
13. In line with IBO/JCQ regulations, mobile phones **and all types of watch** are not permitted in the Examination Room and should be left at home or in a secure locker.

14. Boys may only take to their examination desk a *clear plastic* pencil case containing the equipment permitted in a particular exam and a bottle of water in a *clear, unmarked and unlabelled* bottle.

Access Arrangements and Special Considerations

15. Any questions about Access Arrangements such as rest breaks, extra time or word processors for Trial Examinations by those boys who are eligible should be directed to Mrs Mellor. If you have extra time, you will need to complete an electronic [record of extra time](#) used in each exam. Boys eligible for extra time must use the full arrangements in the Trial Exams, and will not be permitted to leave an exam early if they have extra time. This is because if they do not make full use of their eligible time, they will lose it for their actual examinations as the School has to provide evidence to exam boards of arrangements being used as the normal way of working in the School.
16. A special considerations process will be applied for A Level trial exams. If a boy believes temporary illness, accident/injury or bereavement at the time of the trial exams has affected their performance in a particular paper their parent/guardian should email Mrs Martin-Merchant with full details as soon as possible, and by Saturday 16 January 2021 at the latest.
17. A special considerations process will be applied to the final paper taken if boys have more than six hours of papers in one day (as is the case in public examinations).

FAQs

What if I am unwell on the day of an exam?

As normal, parents/guardians should contact the Bell Room on the day of the exam. Boys will sit the examination papers when they are well enough to return to school. Different papers may be set for boys completing trial exams at a later date.

How will I take my trial exams if I am in quarantine?

These exams will be invigilated in George Godber House.

How will I take my trial exams if I am self-isolating?

Boys should contact Mr Baldock (A Level) or Mr Finch (IB) to discuss their individual circumstances. Depending on the length of the self-isolation, boys may take their papers on return to school. We reserve the right to set different papers for boys completing trial exams at different times.

Other notes:

When not in an examination, boys may:

- Work at home/in your boarding house
- Work **quietly** in C floor classrooms
- Work **collaboratively** in Day Houses

Boys should help each other during the Trial Period by observing these rules. These Trial Exams are designed to give you the best possible indication of your attainment to date, and are vital for your preparation for the actual summer exams, so don't give yourself a false impression by not taking these Trial exams seriously - you'll only regret it if you don't make the best use of this opportunity.

You will find some helpful revision aids on the Upper School 'Supporting Learning' pages of Firefly ([here](#)).

Summary of Equipment required for all exams

It is each boy's responsibility to ensure that they have the following equipment for them in all exams; invigilators are not able to provide equipment in the event that boys do not have the correct equipment with them.

1. At least two **black** ink pens
2. At least two pencils
3. A ruler (where appropriate)
4. A protractor (where appropriate)
5. A pair of compasses (where appropriate)
6. A calculator (where appropriate)
7. An eraser

Additionally, if there is any subject-specific equipment or material needed (e.g. a copy of a set text) it is your responsibility to ensure you bring such material to the exam room.

Sam Baldock
Deputy Head (Academic)
November 2020