

Senior Phase Assessment Timetable – Nov/Dec 2016

Senior Phase Assessments run from

Monday 28th November – Friday 9th December

To: All S4/5/6 Pupils

From: Mr D McClure

Attached to this memo is your Senior Phase Assessment timetable. Please keep it safe – and use it to plan your revision effectively.

It is very important that you take these assessments seriously and turn up in the correct place at the correct time. Therefore, please do the following:

- **Highlight or underline the exam subjects that you are taking.**
- Be sure that you take note of the **times and places of your exams.** **Check with your teacher exactly which room you will be in if more than one room is used.**
- Sometimes you will be asked to turn up during interval or lunch for an exam. **Please do not be late.**
- **If you are ill on the day of an exam, please get your parent to telephone the school to explain your absence.**
- On any day that you attend school – **SCHOOL UNIFORM MUST BE WORN.**
- **Please remember that the other pupils in the school are not to be disturbed.** If you have a break between exam papers, please go **quietly** to the HUB area and remain there until it is time for your next exam. Pupils should not wander around the school building.
- **Mobile phones and smart watches are not permitted in the exam rooms. Any pupil found using a mobile phone or smart watch, under any circumstances, will have their exam paper made void.**

On the day of an examination once the exam is over you may go home

On a day when you have no examination you attend as normal and follow normal timetable

Signing in book can be found at the main office. You do not need to sign the book if you are in school for an assessment examination **but** you must sign it if you stay in school after an exam or come into school early to study before the start of the exam.

REMEMBER - BE WELL PREPARED, STUDY HARD AND DO YOURSELF PROUD