



THE
COLESHILL
SCHOOL



Year 11 Exam Newsletter





GCSE ADVICE

Dear Parents, Carers and Pupils,

The exam season is upon us, and now is the time to shine! The Coleshill School community wishes all pupils the very best of luck over the coming weeks

WE ARE A TEAM AND IN THIS TOGETHER

It won't be long before leavers' assembly, prom, other celebrations and longest summer holiday. However, we can't ignore the fact that these next few weeks will have a significant impact on our pupils' futures. To help you through, I want to give our pupils some tips and advice to help them perform to the best of their ability.

1. There is still enough time to make significant improvements in your grades

- The time studying at home and in revision classes will have a significant impact on your results, right up to the moment you walk into the exam. Keep working hard and use every moment you can to make that next grade.

2. This is nothing to do with luck

- Your GCSE results are all about the effort and the work you do to prepare for your exams. No-one will say those students who do well have been "lucky"; work hard and put the effort in and you will see the benefits.

3. Prioritise your time

- Over the next few weeks, your exams must be your number one priority. This is the time to be disciplined about how you use the precious time you have.

4. Use the staff to help you achieve the top grades

- Don't sit at home worrying about some content you are struggling with, ask your teachers for help as they are the experts. They will always find time for you, and five minutes with a teacher could save you hours.

5. Attend all the extra sessions

- Staff at Coleshill are putting on after-school revision sessions that are carefully planned to support you with exam preparation. Don't miss out on these important opportunities as students who come to these sessions are far more prepared and achieve higher grades.



GCSE EXAMINATIONS ADVICE

6. Work hard at home

- Evenings and weekends are long enough to fit in relaxation and revision. Each evening, you should be studying for 2 hours (not including your Period 6). These could be done in 4 x 30 min chunks. Split your weekends into 3 (mornings, afternoons, and evenings) and study for 2 out of 3.

7. Reward your hard work with some 'down time'

- Relax, get outside, and do some exercise. Studies show that students who punctuate their revision with exercise outside do better in their exams.

8. Be honest and ruthless with your distractions

- We all have distractions in our lives that stop us from doing what we need to do. Be disciplined with these distractions, whether this is your phone, your PlayStation or something else. For the next few weeks these must be managed. You will have plenty of time once the exams have finished!

9. Be organised and prepared for the day

- Use your exam timetable to know when and where your exams are. The morning of the exam can be very busy and therefore preparation is key. Each night, make sure you have all the necessary equipment for the next day. If you are not sure on what equipment you need, please speak to your Tutor.

10. Use the resources provided

- All the resources we have given you, including the iPad, 'Showie', GCSE Pod, Revision books and past papers are all brilliant, but only if you use them! Don't spend time copying things down or making extensive notes. Familiarise yourself with key topics, make lists of areas that you are concerned about and speak to your teachers.
- You are going to be nervous; it is normal to be nervous as it means you care, and these exams mean something to you. All you must do is work hard and ask for help when you need it.
- I believe in you and your ability and look forward to celebrating with you at Prom and Results Day.



GCSE EXAM INFORMATION

Key Information

Pupils are expected to attend school during normal times during the exam season. The school provides dedicated revision sessions during exam season and attendance is very important. This is known as the 'collapsed timetable'. This timetable will be communicated to parents weekly, with the first one shared a week before the first exam.

Normal school behaviour policy applies to students who display poor conduct in school during exam season.

On the morning of an AM exam, students will be offered the chance to arrive in Wilson Canteen from 8am for revision. Breakfast toast will be provided, and subject staff will be on hand for final tips and revision.

What equipment do students need?

- All the necessary equipment should be in a clear pencil case or bag.
- Pens (BLACK INK), pencils, ruler, rubber, pencil sharpener and spare pens are all essential.
- Their exam timetable, which will have their candidate number on.
- Highlighter pens are very useful.
- Calculators are allowed in exams except for Maths non-calculator paper.
- Water is allowed into an exam in a clear plastic bottle, no food is allowed.

What must NOT be brought into the exam room?

- Mobile phones, iPods, headphones/air pods, ANY watch [not just smart watches], reading pens, calculator cases or lids.



Getting ready for exams:

Exam room etiquette

You've done all your revision and studied hard to get here, so please take these rules seriously. Don't ruin your chances at getting the results you deserve by making avoidable mistakes.

- Pupils should arrive on time. Aim to get to school in plenty of time. If a pupil is late, their work might not be accepted.
- Pupils need to listen carefully to the exam invigilators' and teachers' instructions before, during and after the exam. Follow instructions about all unauthorised materials and equipment, including phones.
- Pupils must be quiet once the exam starts. Talking to, or disturbing, other students may be seen as misconduct and lead to a penalty.
- Please note, in 2023 nationally, 4895 students were penalised in their GCSEs by the examination boards for misconduct. Misconduct generally leads to loss of marks or total disqualification. Over 45% of misconduct cases involved mobile phones.
- If a pupil has a question, feels sick or needs to leave the room, raise their hand and wait for an invigilator to come to them.
- If a pupil leaves the exam room unaccompanied by an invigilator before the exam has finished, they will not be allowed to return a per JCQ guidelines.
- Year 11 students **MUST wear full school uniform** when attending school for revision classes and examinations. Any student who comes to school not in uniform is at risk of not being allowed entry to an exam. We have a limited supply of spare uniform.
- There are very strict rules about public exams which are enforced by the awarding bodies. Students must ensure they are familiar with the exam regulations; failure to comply can lead to loss of marks or disqualification.
- Copies of the notices can be downloaded via the [Joint Council for Qualifications website](#).



On the day of an exam:

Morning Exams

On the morning of an exam, students will be offered the chance to arrive in Wilson Canteen from 8am. Breakfast toast will be provided.

Department staff will be available to support students in the canteen with last minute tips / revision / advice for their subject's exam.

Students will be dismissed front the Wilson Canteen at 8:45 to congregate in the Dining Room where they will receive a final pre-exam warm up talk by a subject specialist prior to morning exams starting at 9am, prompt.

Afternoon Exams

No student is allowed to leave school site between exams. Subject specialists will be offering revision lessons Period 3 prior to an afternoon exam.

Students will begin to congregate in Wilson Canteen at 12:45 prior to an afternoon exam. Afternoon exams start at 1pm prompt.

Students are not permitted to leave school site until the end of the day at 3:10pm.

Afternoon School

If you have an exam the following morning/day, departments will put on evening revision sessions 3:10-4:10pm.

Departments will communicate this home via Groupcall to inform parents.



Unexpected Problems

Sickness

If you are sick on the day of your exam, please ring into school as soon as possible [01675 462435]. Our exams officer will let examination boards know.

You will need a medical certificate from the GP as this is requested by examination boards

Lateness

All morning exams have an official start time of 9.00 am and afternoon exams start at 1.30 pm.

If you are aware your child might be late on the day of your exam, please ring into school as soon as possible [01675 462435].

If a student arrives late, **we must** report this lateness to the awarding body, and they may decide misconduct which can result in marks being deducted or a student's work not accepted.

What if there is a problem during the exam?

All our exams are run by a team of experienced invigilators, with the support of our exam officer. If a student is distracted, becomes unwell or has any concerns during the exam they must report the problem to an invigilator who will deal with the situation.

Repeated need to use the toilet during the exam, without medical notice, may be declared by awarding bodies as misconduct, resulting in warnings or loss of marks. Pupils **MUST** use the toilet before an exam begins.