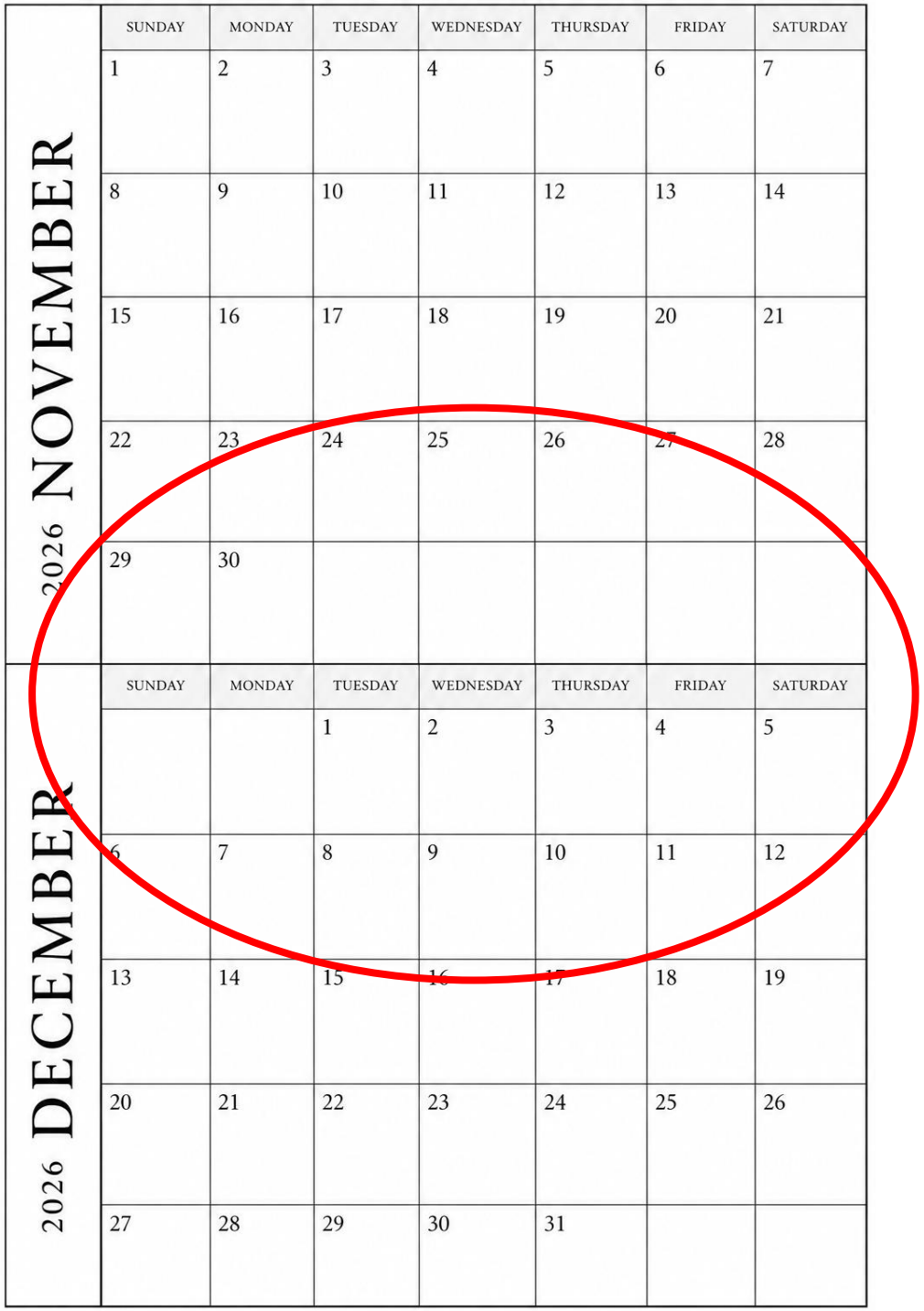
December PPEs

Exam preparation

From: *Tuesday November 24th*
To: *Friday December 11th*

NORTHAMPTON SCHOOL FOR GIRLS



2026 NOVEMBER

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2026 DECEMBER

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Exam Timetable

- You have received a link to your personal exam timetable via email.
- Look for the exam start time, room and seat.
- Try your best to remember your seat! It saves a lot of time at the start if everyone can find their seat promptly.

Seats

- You will take your exams either in the **Sports Hall** or the **Library**.
- Your exam timetable will give you a seat in the form of a letter and number.
- Your seat will change for different exams. So check Edulink carefully.

Fire Exit

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
1																					
2																					
3																					
4																					
5																					
6																					
7																					
8																					
9																					
10																					
11																					
12																					
	Walk way																				
13																					



Entrance

Morning exams

Start promptly at 9.00am.

You must be at the Sports Hall at 8.50am.

For the majority of exams, your form tutor will be there to greet you.

If you receive extra time and miss break, don't worry, the canteen will be kept open for you.

Afternoon exams

Start promptly at 1.30pm to ensure that they end in time for the buses.

You must be at the Sports Hall at 1.20pm.

Think carefully about your lunch choices. You can buy your lunch at break time ready to eat at 1pm.

Uniform and Bags

- You must wear full uniform and will not be permitted to take in coats or hoodies or sweaters.
- Bags must be left in your locker.

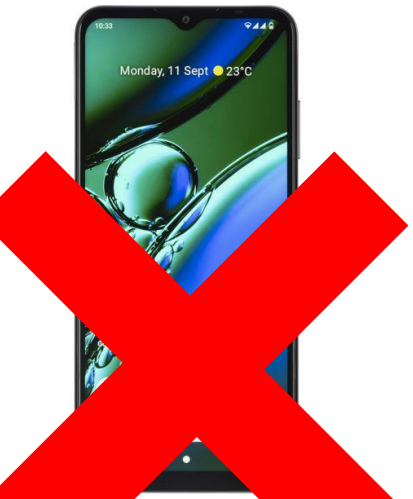


Don’t look around or talk

- You must not talk from the moment you enter the exam room and we ask for silence from the point that you step into the Sports building.
- During the exam you must not look around at your classmates, invigilators have to report this.

Mobile Devices

- You cannot take phones, headphones, watches or smart glasses into the exam.
- **Do not take revision notes into the exam hall.**
- Leave them in your locker. If you realise that you have them in your pocket, alert an invigilator before you go in. They will take them to Finance for you to collect later.
- In a real exam you will be disqualified from that subject if you accidentally take these items into the Exam Hall.







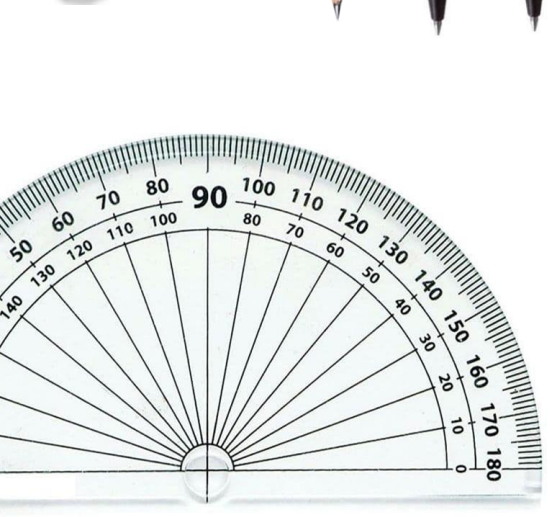



Equipment

Clear plastic pencil case with:

BLACK PENS (plus a spare)
Pencil
Eraser
Ruler
Protractor
Compass
Scientific calculator















Equipment

Water bottles must be clear with no writing.

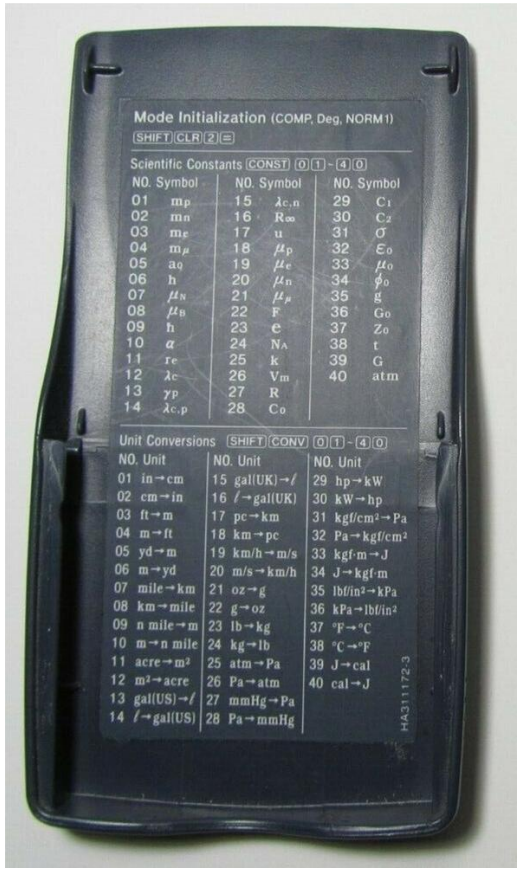






Equipment

Lanyards, calculator cases and water bottles must be placed on the floor under the exam chair.

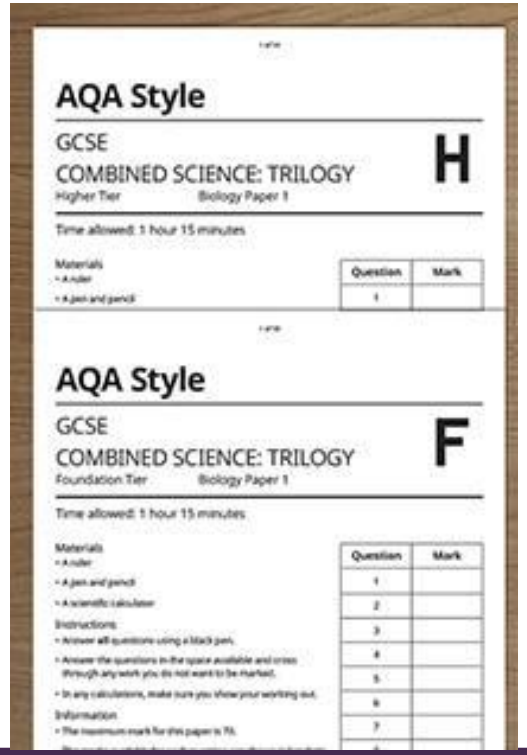






Exam Papers

- Check that you have the correct paper and the correct tier.
- If you are concerned that you have the incorrect paper in front of you, raise your hand and wait for an invigilator.



Toilet Pass

- Only students with Toilet Passes will be allowed to go to the toilet during exams.

Please go to the toilet in advance of each exam.



Don’t put your head on the desk

- Invigilators will have to wake you to check on your welfare.
- It disturbs students around you.



Don’t write on your hands

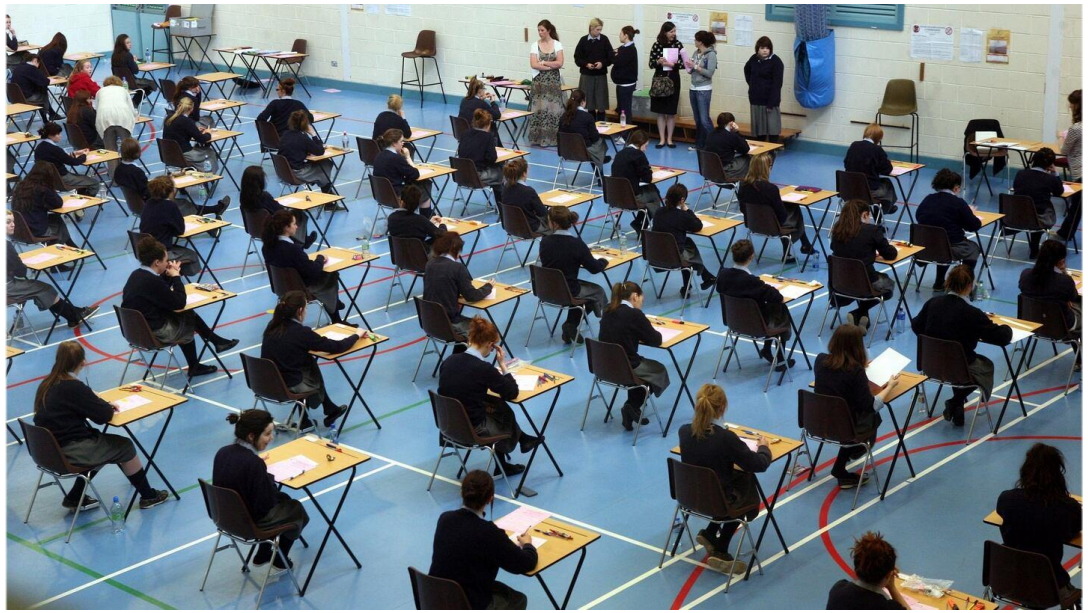
- Do note write notes on your hands either before or during an exam.



Please remain in the exam hall

- Students are not permitted to leave the exam hall, until the exam has finished.
- If a student leaves when they have completed their paper, this not only disrupts the other students, but it is also in breach of exam rules and in a real exam would be reported to the exam board would likely lead to a disqualification.

Once you are in the exam hall, please remain in the exam hall.



Extra time

- Some students are entitled to extra time.
- At the end of regular time, students without extra time will leave in silence.
- Students entitled to extra time will remain and must remain until the end of the 25% extra time to minimise disruption to the students who use all of their extra time.

Please make the best use of your extra time by checking all of your answers.



Fire Alarm

- If the fire alarm goes off, you must follow the invigilators instructions in silence.
- You will be taken to the tennis courts. You must not speak to anyone at any time.

