



EXAM FAQs

2026/27



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What are non-examination assessments (NEAs)?

Some qualifications include Non-Examination Assessments (NEAs). These are marked by teaching staff in line with the subject specification and then moderated by the exam board.

Check with your subject teacher for NEA deadlines and the course requirements.

All the work you submit must be your own. Any words or ideas that are copied without references will be considered as cheating.

What if I am unhappy with my NEA mark?

You will be informed of your NEA marks before they are submitted to the exam board.

If you are unhappy with your mark, you can appeal if you think the marking doesn't fit the following criteria:

- It was marked by staff with appropriate knowledge, understanding and skill who have been trained in that activity
- The marking was done fairly, consistently and in line with the specification
- The work was authenticated in line with the requirements of the awarding body.

What is a statement of entry?

This is a list of all your exam entries. Before it is submitted to the exam board you will be asked to check that your personal details (Name/DOB etc) are correct and that you have been entered for the correct exams and tiers.

What If I think I have been entered for the wrong exam/ tier?

If you notice a mistake on your statement of entry please speak to your subject teacher or Mrs Robinson, the exams officer, so it can be corrected.

What are access arrangements?

Access arrangements are there to give everyone a fair chance at their exams. Access arrangements could include having a reader or a scribe, rest breaks or a prompt.

All applications for access arrangements are made by the SENCo and only when there is sufficient evidence to support an application

What are exam contingency days and when are they?

In the event of a serious national disruption to examinations, the exam bodies and government have agreed upon exam contingency days. This is so any affected exams can be rescheduled.

You must be available for contingency day in case it needs to be used.

For Summer 2027 exams the contingency day is:

Wednesday 23rd June

Where will you take your exams?

Exams will mostly be sat in the Sports Hall or in the Pod.

All rooms will be listed on your exam timetable. You and your parents/carers will be informed of any changes as soon as possible.

What time do exams start?

The morning sessions starts at 9:00am

The afternoon session starts between 13:00 and 13:30, depending on the length of the exam. Please check your exam timetable.

Why do exams have invigilators?

Invigilators are there to make sure everyone follows the rules and regulations, as agreed by JCQ and the exam boards. This means that exams remain as fair as possible.

Where do I go when I have an exam?

You need to go to Bear Grylls before the exam. This is where bags and coats can be left during the exam. From there, you will be directed to your exam room.

Can I leave the exam when I have finished?

No, all students must remain in the exam until the end. If you leave the room without an invigilator, before being given permission to do so, it will be reported to the exam board as malpractice.

What are Exam Conditions?

You are under 'exam conditions' from the moment you enter the exam room.

This means:

1. No talking to other students
2. No non-verbal communication such as smiling/ waving etc
3. You must have no unauthorised items with you
4. You must follow the instructions of the invigilators.

Where will I sit for my exam?

In both the Sports Hall and the Pod everyone is seated at individual desks that are placed in rows.

In the Pod students will have an assigned seat, which will be the same for every exam.

In the Sports Hall, the seating will vary but the seat number will be listed on student's exam timetables.

What is an exam card and why do I have one?

Exam cards are placed on each desk in the exam room. They show your personal details- name, exam number, centre number and any access arrangements you are entitled to, alongside a picture.

The exam cards help you as they have the information you need to fill in the front of your exam paper, but they are also there because invigilators need to be able to identify everyone in the exam room and make sure they have the correct access arrangements.

What equipment should I bring to my exams?

It is suggested that you have the following equipment for your exams:

- Clear pencil case
- **BLACK** Biro x 2 (the only colour accepted by the exam boards)
- Pencil
- Eraser
- Pencil sharpener
- Protractor/compass
- Ruler
- Calculator (if allowed)
- Highlighters (these can only be used to highlight question papers, not on written answers)

Are calculators allowed in exams?

Yes. Unless the front of the question paper states otherwise.

But-

- Calculators must not be passed between students in an exam
- Calculators must not contain any prestored information

Can I have food or drink in the exam?

- Water is permitted in the exam room. It must be in a clear bottle free of labels.
- Food is not permitted unless agreed as a way of managing a medical condition.

What is not allowed in the exam room?

- AirPods;
- Earphones/earbuds;
- iPods;
- Mobile phones;
- MP3/4 players or similar devices;
- Watches.
- Smart glasses
- Any Bluetooth enabled devices
- Labels on water bottles
- Notes

These items can be placed in the filing cabinet or dedicated box to be stored outside the exam room. These can be collected once the exam is over.

What should I wear for my exam?

You should wear your full uniform, including school shoes.

What happens if I arrive late for my exam?

If you arrive late to the exam, you will still be allowed to sit it with the full-time allowance. However, if you arrive very late for an exam (more than an hour after the start time) the exam board might not accept your script.

It is recommended that you aim to arrive on time so you can feel prepared and calmly sit your exam. If there are unavoidable circumstances that mean you are late, it is recommended that you contact the school

What happens if I am unwell on the day of my exam?

Mock exams

If you are unwell on the day of your mock exam, please contact the school via the absence line. We will try to reschedule the mock exam for another time.

GCSE Exams

If you are unwell on the day of a GCSE exam and are unable to attend, please contact the school.

If you have provide medical evidence to support your absence, the school might be able to apply for special consideration.

To qualify for special consideration a candidate must meet the awarding bodies' minimum requirement of having completed at least one component or 15% of the total assessment. Special Consideration cannot be applied for without sufficient evidence to support the application.

If you are unwell but are able to attend the exam, then let the school know. If a candidate is disadvantaged by an illness on the day of the exam, they may be eligible for special consideration.

If you feel unwell during an exam, please raise your hand and alert an invigilator.

What happens in the event of an emergency in the exam room?

In the unlikely event of an emergency, you must follow the instructions of the invigilators.

You will be asked to stop writing

If an evacuation is necessary, all exam papers will be left in the exam room and answer booklets will be closed. Invigilators will lead all students to the evacuation point where they will take the register.

You will be asked to remain under exam conditions until the exam is able to resume.

Invigilators will note how long the disruption lasts and you will be given the full time to complete the exam. A full report will be submitted to the awarding body, including an application for special consideration where students have been disadvantaged by the disruption.

What is Special Consideration?

Special consideration is used for when something outside of your control happens which might influence how you perform in an exam. Examples include:

- Feeling unwell
- Bereavement
- Domestic crisis
- Serious disturbance
- Accidental events

If staff are made aware of these situations, they can apply for special consideration. This is where the exam board, considers an individual's circumstances and applies a percentage increase to their marks. This could be between 1-3%. The school is not told what percentage is applied to the final marks, but we are notified if the special consideration has been accepted.

What is malpractice?

If someone who is doing an exam doesn't follow the rules it is known as malpractice. All suspected or actual malpractice must be investigated and reported to the exam boards.

Malpractice includes:

- Bringing unauthorised items into the examination room
- Not remaining under exam conditions. For example: communicating with other students, leaving the exam room without permission or not following the instructions.
- Sharing or getting exam-related information that should be kept secure.
- Plagiarism
- Undermining the integrity of examinations/assessments

What happens when malpractice is reported?

If you are suspected of malpractice the school is obliged to report this to the exam board.

The Exams Officer will:

- Ask the centre staff involved to write witness statements.
- Advise the candidate about the process, their rights, and timescales involved.
- Inform the Head of Centre about the incident and may decide to call a senior member of staff to be present in the room when talking to the candidate.
- Will notify the awarding body and send any relevant evidence.
- Will confirm actions to the candidate in writing, and their parents/carers.

When the awarding body's decision has been received by the Head of Centre, the Exams Officer will advise the candidate and their parents/carers in writing.

The candidate has a right to request an appeal if they are not happy with the decision, and the Head of Centre will decide whether this is appropriate. The final decision is made by the Head of Centre.

What penalties are there for malpractice?

There are several penalties that could be applied if an exam board decide that malpractice has been committed:

- Letter of warning.
- Marks could be reduced.
- Zero Marks could be awarded for:
 - A paper or unit of an exam
 - A specified subject
 - All the exams for a specified exam board
 - All the exams for a specified exam season.
- Information relating to a serious case of malpractice may be shared with other awarding bodies, the regulators and other appropriate authorities.

When is results day?

GCSE Results Day 2027 is Thursday 19th August.

You will be able to collect your results from gam. Staff will be there to answer any questions you might have.

If you can't attend results day, you can nominate someone to collect the results on your behalf. There is a form to complete on the school website to do this.

Alternatively, your results can be posted to you if you provide a stamped, addressed envelope to the school office, before the end of term.

What are post-results services?

If you are unhappy with your results, you can consider post-results services. These include:

- **Access to script**- You get a copy of your exam paper back
- **Clerical Check**- Your exam paper is checked to ensure marks have been correctly totalled. There is a fee for this service
- **Review of marking**- Your exam paper is checked to make sure it was marked correctly according to the mark scheme. Marks are changed only if the new examiner feels the mark scheme was not applied correctly. You also get a copy of your reviewed script. There is a fee for this service.

There is a deadline for any of these requests. More information, including the cost of the services, will be provided in a letter ahead of results day.

When do I get my exam certificates?

Certificates are distributed on Prize Giving which usually takes place in January.

If you are unable to collect your certificates at prize giving, they can be signed for at the school office.

Unclaimed certificates only need to be retained by the centre for a year. After that, they can be confidentially destroyed or returned to the awarding body.