



S5/6 Prelim Timetable – January 2017

The Purpose of the Prelims

The Prelim Exams have several purposes:

- to give you practice before the National exams in May/June
- to give the school and SQA information about your likely performance in May/June

The results of your Prelims are used by the school to recommend which final exams you take.

The Prelims can help you get the grades you deserve. **They are important to you.** They are the first step in what we all hope is a successful year for you.

When are they?

The formal, timetabled exams:

- start with **Mathematics on 16th January 2017** and finish with **French & Biology on Friday 27th January 2017.**

Check the details on the timetable attached and let **Mr. Carter, Business Manager**, know immediately about any problems.

Exam Etiquette

Your conduct during any exams is important. Make sure that you:

- **YOU MUST WEAR SCHOOL UNIFORM AT ALL TIMES WHEN IN SCHOOL**
- **check** exam times carefully. They could affect your travel and lunch arrangements.
- **arrive** outside the exam room at least 5-10 minutes before the start of the exam.
- **wait** until you are asked to come in and sit down.
- **phone** the school if you are ill on the day of an exam,.
- **arrive** equipped with everything you need:- pencils, pens, ruler, calculator etc
- **follow** the invigilators' instructions without comment.
- **raise** your hand to attract an invigilator's attention if you have a problem. **Do not** disturb other exam candidates. Speak quietly.
- **do not** take books, bags, food, drink or any electronic device which can store data into the exam room
- **mobile 'phones** must **NEVER** be brought into any exam room.
- **behave** appropriately at all times. Indiscipline will be regarded very seriously. Your parents will be informed and all of your exam results will be in danger of being affected.
- **leave** exam rooms quietly - others may still be working.

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Preparation for Exams - Good Practice

All of the points below have been shown to help students do their best in exams. Think of the reasons for each of the statements. Discuss them with friends and teachers.

Well before the exams:

- **make** a revision/study timetable.
- **revise** every part of the course.
- **make notes** and summaries of the important parts.
- **try** to think of different ways of presenting the information e.g. a diagram or a talk.
- **find out** about the exam. (Timing, number of questions, choice etc.)
- **buy** extra pencils, pens etc.
- **eat** regularly and get enough sleep
- **find out** the 'where' and 'when' for each exam

The evening before the exam:

- **do not** plan to revise a lot of work. This bulk of your revision should have been done by now!
- **read** over your summaries
- **try** to relax
- **get** everything ready for the next day; equipment, clothes, etc.
- **get** a good night's sleep

The day of the exam:

- **get up** in plenty of time the next morning. Try not to be rushed.
- **do not** do any revision. It is too late!
- **eat** a good breakfast
- **try** to avoid talking to friends about revision
- **make sure** that your own watch is working correctly

During the exams

- **make sure** that your own watch is working correctly
- **check** that the exam paper you are given is the right one
- **write** your name on your answer sheets
- **read** all the questions and check the back page of all exam papers
- **if** there is a choice tick the questions that you think you can do
- **check** the time regularly during the exam
- **leave** enough time to read over all of your answers
- **if** you are likely to run out of time, make summary notes to answer the remaining questions.

Please check your timetable carefully and if you have any concerns check with your subject teacher.

A Carter,
Business Manager