

Examinations are a very important part of the education of every pupil at Ysgol Bryn Elian. We are aware that for many, exams may be a time of real concern and stress. We therefore want to do all that we can to support and help our pupils in their preparation for and sitting of their exams.

To contact the exams office either make an appointment to see me, Julie Kerr, I am based in the main reception third door on the right as you come in, email me on Ker-J13@ysgolbrynelian.cymru or telephone me on 01492 518215 EXT 202.

Exams take place throughout the school year, along with ongoing coursework and non-examined assessments, and it is very important that pupils are aware of deadlines and exam dates. The external exams that take place are within the national calendar that is produced by the examination boards.

The Exams Timetable is as Follows

November Exams: English resits and Mathematics

December and January: Financial Maths Exams for year 11.

January: BTEC and Vocational exams, Science practicals Year 11, English Literature Exam Year 10

March: Seren Exams Year 13 and Mock Weeks for Year 11,12 and 13, Art GCSE Exams

April: Welsh Orals Year 10 and 11. A level Art Exams. Graphics Exams

May: Year 10 Mocks

May / June: Main Exams, finish end of June for year 10,11,12 and 13.

PSE and RS Qualifications taught in Lessons done for Homework.

Year 11 Qualification for life completed in registration Year 11.

Results Days

GCE Thursday 17th August 2023

GCSE Thursday 24th August 2023

Coursework is a very important part of the curriculum. Teachers are responsible for the work and submission of coursework. Pupils must submit their own work, and will be required to sign a statement of authentication stating that the work is their own. If a pupil breaks these rules, penalties or disqualification may result, following instructions from the exam board.

Non-examination assessments are compulsory for many GCSEs. Teachers are responsible for all the controlled assessments. Some of these tests are carried out in the class under exam conditions and must be attended by all candidates.

Student Support can be found on the Exam Board sites, from revision tips to wellbeing.

WJEC

<https://www.wjec.co.uk/home/student-support/>

Main Switchboard: 029 2026 5000

info@wjec.co.uk

Pearson (Edexcel)

<https://qualifications.pearson.com/en/support/support-for-you/students.html>

<https://support.pearson.com/uk/s/article/Support-for-Students-Parents-and-Carers>

Telephone - 0345 618 0440

OCR

<https://ocr.org.uk/students/>

Contact the team >

01223 553998

@OCRexams

AQA

<https://www.aqa.org.uk/student-and-parent-support>

Information regarding exams will be emailed to learners through Microsoft Teams at the start of the Autumn Term. Pupils will be entered for exams by their teachers through the examination office. The entry fee will be paid by the school, but if the pupil does not attend or sit the exam without sufficient reason, parents will be contacted and asked to reimburse the school for the cost of all exams missed.

Enquiries about Results

After results are published there is a short period of time when enquiries can be made to the exam boards if you or your son/daughter are unhappy about the results given. This is done through the Exams Officer.

1. A clerical check - when the paper is looked at and marks are checked and totalled.
2. A review of marking - the marking of the paper is reviewed and a clerical check of marks.

There is a cost for these services, and marks may be increased or decreased and we would always advise a conversation with your subject tutor before any decisions are made.

Appeals on Internal Assessment of Work

All coursework/non-examined assessment work is marked within the school by teaching staff. It is checked and moderated by the exam board's external moderators. If a pupil is not happy with this process in relation to his/her work, there is an internal appeals procedure available through the examination office. If required, please contact the Examinations Officer for a written explanation of Bryn Elian's Appeals Procedure.

Rules and Regulations

Rules and regulations are communicated to each candidate and read before each exam. These are very important and must be followed without exception. These rules have been produced by the national examination boards, and the school must adhere to them at all times.

Exam Invigilators are employed to run the exams and make sure that all rules are fol-

lowed. All incidents will be reported to the exam board and may result in penalties or disqualification. These cannot be overturned by the school.

Mobile Phones and other electronic devices including wrist watches are NOT permitted. Please ensure that they are left in a secure place outside the exam room.

School bags are also not permitted inside the room. There will be a room available to leave coats, bags etc. that will be locked at the start of the exam until the end, but it is recommended that nothing is brought to the exam area except pens and the equipment needed.

All candidates are required to wear full school uniform.

Learners are to line up outside the exam room at least 15 mins before the scheduled start of the exam, and before entering must read the signs with the rules and seating plans. From here the invigilators will lead them into the exam room.

There must be silence from then until they have left the exam room.

Water is permitted in a small clear plastic bottle without the label. No food or chewing gum is permitted. Candidates are not permitted to leave the room until the official end of the exam, even if he/she has finished.

Emergencies

Please inform the school by phone if your child is injured or unwell on the day of the exam, and we will do our best to accommodate him/her, and inform the exam board of any special considerations. A doctor's note will be required.

Exam start Times are

09:00 for the morning session.

13:30 For the afternoon session.

If an afternoon exam will result in missing school transport, parents must organise alternative transport home.

Certificates to be collected by those leaving year 11,12 and 13 in the December following results. They will be kept for one year then destroyed.

Please do not hesitate to contact the school if you have any questions or queries.