



VICTORIA COLLEGE

EST 1852

### Mock Examination Expectations

- **Attendance**

There are three examination sessions during the external examination season.

**Morning Session STARTS at 8.30am**

**Mid-Morning Session STARTS at 11.00am**

**Afternoon Session STARTS at 1.30pm**

Students are expected to be outside the examination venue no later than 10 minutes before the scheduled start time. You will be called in individually to take your seat.

You must contact the school if there is a known absence.

- **Timetables**

All students are expected to check their examination timetables making note of the times of each session.

- **Examination Clashes**

Students **MUST** check their timetables carefully and if there are any clashes students must see Ms Croft as soon as possible.

- **In the Examination Hall**

Students must **NOT** talk or **communicate** with each other in the examination hall.

If a student believes he does not have the correct examination paper, support material or access arrangements he must alert an invigilator before the start of the examination.

- **Uniform**

Students must follow the school regulations regarding uniform during the examination period.

- **Equipment**

Students are required to bring examination equipment in a clear pencil case as follows : Black pen (with spares), pencils, rubber, pencil sharpener, ruler, protractor, compass & scientific calculator (with no case attached). Students will be issued with a Examination Candidate Card which they **MUST** bring to every examination. Water bottles are permitted with no labels.

- **Electronic Equipment**

Mobile phones and other electronic devices including Smart Watches **MUST NOT** be brought into the examination room. If found in possession of a mobile phone, even if switched off, you will be removed from the examination and will be disqualified from the examination.

Please note that the school will **NOT** be held responsible for devices which are handed in and left in the school office.

- **Consequences**

**Any** breach of these regulations will be referred to the Examinations Officer and the Headmaster. Parents will be contacted and action taken may include removal from the examination and sent home.

Please sign the Form by clicking [here](#) to agree to the above Expectations

Building successful futures