

YEAR 11 Mock Examinations 2nd Nov – 16th Nov 2026

Balcarras is responsible for implementing and facilitating a very precise set of requirements in all public Exams and are governed by JCQ (Joint Council for Qualifications) in this process. The Exams Officer, Assistant Exams Officer and a team of invigilators will enforce these rules and regulations for the Year 11 mock exams providing a realistic view of examinations in preparation for the summer.

Students will be expected to remain in school between exams and attend lessons/revise.

Examination Timetables

All students will be given a copy of their individual examination timetable. The generic timetable can be found on the website www.balcarras.gloucs.sch.uk/exams Replacement copies can be obtained from The Exams office located in the sixth form block. Punctuality is very important. The Mock Exams are scheduled to **commence at 9am, 12pm and 2.15pm** students must arrive 20 minutes before the scheduled start time – this is to ensure all students can be seated, in a calm and orderly fashion, notices read, and examinations are started promptly

Please be advised:

- ***Students with morning exams starting at 9am and 14.15pm should go straight to their examination venue***
- ***Students who do not have a 9am or 14.15pm exam should go to tutor as normal***
- ***Students must attend their usual lessons when they do not have an exam timetabled. Tutors will support students and direct them to do independent revision/specific revision for their subject and/or NEA coursework.***
- ***Some exams might finish later than the school day, please ensure you do not have plans after school on these days.***

What to wear?

The uniform rules for examinations are the same as for normal school lessons except for Blazers (see previous email communication). Full school uniform must be worn, smart school shoes, correct skirts and trousers, no hoodies or non- school jumpers are permissible. Makeup and jewellery are not permitted.

Rooming

We are unable to allocate the same room and the same seat for all examinations over the 2-week period. The student's individual copy of the examination timetable will detail which room they will be taking their exam.

What to bring?

It is the student's responsibility to ensure they have the correct equipment/tools they will require during the exam.

- **Black pens** only to write with (no gel pens) Pencil, eraser, ruler etc
- Maths equipment
- **Candidates must ensure their Calculator is in exam mode** (must be cleared of memory in advance. Calculator lids/cases are not permitted)
- **A Calculator will NOT be allowed in the exam room for the NON CALC paper.**
- Students may bring these items in a **clear** pencil case/bag.

Please note that hi-lighter pens maybe used on the question paper but NOT on the students' answers. Correction fluid/tape are also not allowed.

Students may bring a drink, but it must be **clear** liquid in a **clear bottle** - the invigilators must be able to "see through" it. No labels or writing on the bottles.

Students must not write anything until invited to do so. Any student doing extra time will be asked to write with a different coloured pen (provided) to indicate their work done during the extra time.

Students, wherever possible must avoid bringing any personal possessions. Please bring to school only what is required to sit the exam. If this is unavoidable, items must be stored in lockers or tidily under the stairs in the foyer between Maths and Science.

NB: The school cannot be held responsible for the safety of student's possessions.

Prohibited Items

Airpods/Earphones/earbuds/Ipods/Mobile Phones or similar devices/Watches/SmartGlasses

These items are **strictly prohibited** from the examination room. If possible, it is advisable to **leave these items at home** – THEY WIL NOT BE PERMITTED INTO THE EXAMINATION ROOM. If bringing them in is unavoidable students will be asked to hand them into an invigilator whereupon they may be collected outside of the exam's office after the exam.

NB: The exams office cannot accept responsibility for these items.

The high levels of conduct expected at Balcarras extends to behaviour during the examination period. Appropriate conduct during the exams is of utmost importance for the good of all students, any student found talking, napping, creating a disturbance or exhibiting unruly behaviour will be asked to leave the examination room and be reported to senior management. Students will be under exam conditions from the moment they enter the exam room until the moment they leave. Students are asked to respect the exam barriers and to move quickly and quietly away when they leave the exam room – others may still be working!

Heather Harris

Examinations Officer

DD: 01242 545119

Email: Exams@balcarras.gloucs.sch.uk

Website: www.balcarras.gloucs.sch.uk