



S4-S6 Assessment Period

Monday 15th January – Friday 26th January 2018

Pupil Instructions

Assessment Period Timetable

Attached is a copy of the Assessment Period Timetable for your use.

Please read it carefully and highlight the subjects you currently do at National 5, Higher or Advanced Higher level. These should be clear from your timetable, but if you are unsure then please ask your teachers.

Some points to note:

- If you have two assessments which are timetabled at the same time and have not been issued a co-incident exam timetable, please see me **at interval on Monday 11th December** to organise a time to sit the co-incident assessment.
- When not undertaking an assessment, you should attend your normal classes each day during the periods on your usual timetable. When you are in classes, teachers will direct the work you should do. This may include some revision time as well as other course activities. Please bring revision materials with you in preparation for this opportunity if circumstances allow.
- Assessments will take place **in the Assembly Hall** other than those arranged in other areas for pupils who have Assessment Arrangements (eg for use of ICT) and practical assessments (eg Music performance, Hospitality practical, etc) or at times when the numbers exceed the accommodation in the hall. Please check the noticeboard beside Barra to check room allocations, particularly if you have self-referred to use ICT for any exam.
- All Assessment Arrangements (AAs) are being coordinated by Support for Learning staff. Students who are entitled to Assessment Arrangements for their National 5, Higher or Advanced Higher assessments will be notified individually of their arrangements.

On the day(s) of your Assessments

Please be at the Study Room (R40) at least **10 minutes** before the assessment starts. You will be called to the hall from this area by an invigilator. Please ensure you bring all necessary equipment (pen, pencil, ruler, etc) as required for each subject area.

The following items are not permitted to be taken into the exam hall, and must be left somewhere safe:

- mobile phones, i-pods, smart watches, or any similar electronic portable device
- pencil cases

If you do not have a locker you can leave your bag in the study room. Please do not leave valuables there; they can be left on the stage at the front of the hall if necessary.

As soon as the assessment in the hall/room is finished you must remain silent until all the papers have been collected in by the invigilator. The invigilator will then dismiss pupils from the hall/room. Please leave quietly as there may still be candidates sitting an assessment. Do not congregate outside the hall/room after an assessment - please return to the study room then back to class.

Good luck!

Mrs Fraser (Depute Rector/ SQA Coordinator)