

Year 11 Exams Briefing 2026





Know your exams...

You will have received a statement of entry and an individual Candidate Timetable - please check you've been entered for the right exams. If you don't think it's right, come to see me or email exams@ibstockschool.co.uk.

The individual exam timetable shows dates, times, exam rooms and seat number for each exam. It will also include any Extra Time if you have this access arrangement. If you think there are any errors in rooming or access arrangements – please tell me straight away. Don't wait for the day of the exam.

Before your exams, please make sure you know the rules and regulations. Visit the JCQ website and read Information for Candidates. This is YOUR responsibility.

Contingency sessions - Summer 2026

If an exam cannot take place on a certain date due to a national event or disaster, it may be rescheduled to one of the contingency sessions.

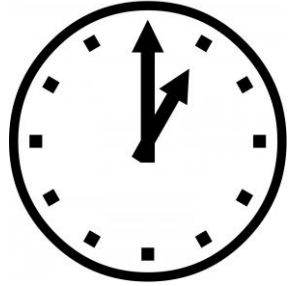
The contingency session dates for Summer 26 are:

- **All day 24th June**

Candidates must ensure that they are available on this date up until you have finished all your exams.

What time your exams will start

- For morning exams, you must be in school by 8:30
- Afternoon exams will start at 1pm



What to do if you arrive late for your exam

If you do arrive late, you will still be able to take the exam and have the full time for the paper (if you arrive what the exam boards term ‘very late,’ then we have to inform the exam board and they will decide whether to accept your exam paper).

If you are running late, call the school to let us know and send an email to exams@ibstockschool.co.uk if possible. Then switch off your phone and hand it in to staff on arrival. Report to reception as soon as you arrive and then a member of staff will support you to get settled; you will have the opportunity to go to the toilet etc before you enter the exam room.

What to do if you are unwell on the day of your exam

If you are feeling unwell, but are still able to travel into school and sit your exams, come to the exam. In most cases, it is better to take the exam if you can. It may be in some cases that a doctor's note can then be obtained and special consideration applied for.

If you are ill and are absolutely unable to attend an exam it is vital you phone the school first thing in the morning to inform us. You **MUST** obtain a note from your doctor detailing the reason for non-attendance. There is the possibility of submitting this note to the Examination Board to ask for special consideration. The Board may look at this along with other exam marks in that subject and may adjust the mark and grade accordingly.

If in doubt - **PHONE THE SCHOOL**



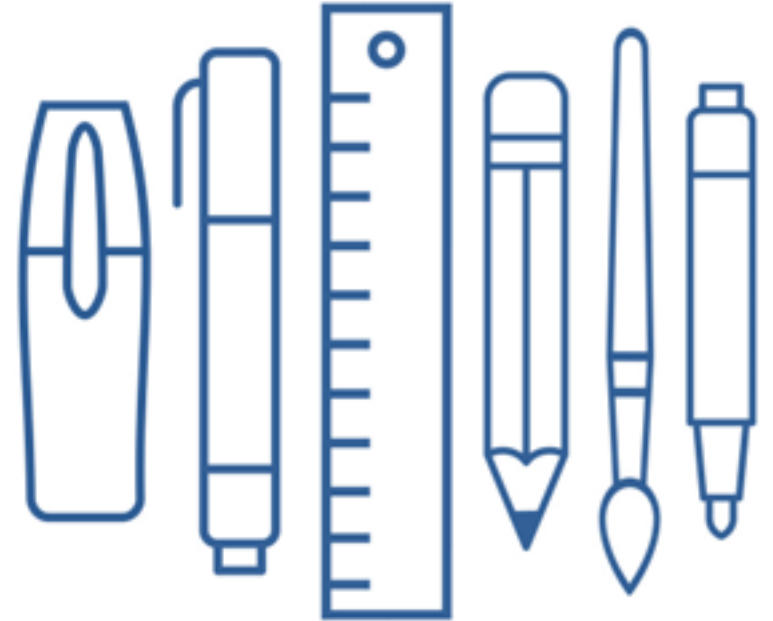
What happens if you have an unauthorised absence from your exam

- If you do not attend an exam without a valid reason, ***you will be charged for that exam.***

What equipment you need for your exams

You should bring the correct equipment you need for each exam:

- Black ball point pens (3 or more)
- Pencils (at least 2)
- Pencil sharpener
- Rubber
- Ruler
- Calculator, if permitted.
- Highlighter (for use on source materials in English NOT for use on your written exam paper)
- Any other writing equipment needed for your exams
- Only clear pencil cases are allowed on your desk, any others should be left in your bag.



Exam School Planner

Revision sessions prior to exams

W/C 4TH MAY (Week 6)								
	Coach and Calm/ SLT							
FRI	EXAM							
	LESSON	English, Science, Core PE	Business Studies, French, Geography, Graphics, History, Resistant Materials		English, Core PE		Art, Comp Science, Drama. Geography, Health & Social, History, Sports Studies	
	REVISION SESSION					Health and Social Care - HU1 andHU2		
	COVER					MCL		
W/C 5TH MAY (Week A)								
WKA		P1	P2	BREAK	P3	Lunch	P4	P5
MON	EXAM	Bank Holiday	Bank Holiday		Bank Holiday		Bank Holiday	Bank Holiday
	LESSON							
	REVISION SESSION							
	COVER							
		1	2		3		4	5
	Coach and Calm/ SLT	8.30 EN1 - MLC and SNE						
TUE	EXAM	BTech Health & Social Care - 47 Students - 2 Hrs					GCSE French Speaking - 28 Students	
		GCSE French Speaking - 28 Students						
	LESSON	Maths, Science	Art, Comp Science, Drama. Geography, Health & Social, History, Sports Studies		Maths, English		English, Science	Business Studies, Food and Nutrition, Health & Social Care, History, Media, Music, Resistant Materials
	REVISION SESSION							
	COVER	MCL form - disperse to other Y11 forms						
	EXAM	GCSE French Speaking - 28 Students					GCSE French Speaking - 28 Students	
		Business Studies, Food and Nutrition,						

Entering the Exam Room

- You must wear full school uniform for exams.
- Make sure you have been to the toilet before the exam.
- Line up for your exam according to the number of your row.
- Line up quietly and calmly and during this time; take your coat or hoodie off and get your equipment out of your bag.
- The second you enter the exam room you are in exam conditions so must be silent and must follow all the rules.
- Go straight to your seat. DO NOT approach invigilators and ask them questions or ask for equipment.
- If you can't remember your seat number, check the candidate list pinned up at the door.



What you should NOT bring into the exam room

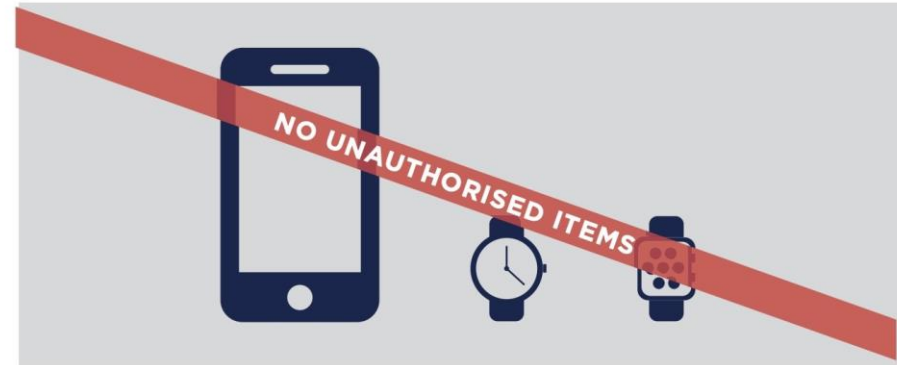
It is a serious offence to bring any of the items listed on the poster into the exam hall – even if you do not intend to use them. It could result in disqualification.

Water bottles are allowed in the exam hall; these should be in clear bottles with no label. Please place your water bottles on the floor, under your desks during the exam.

AQA City & Guilds CCEA NCFE OCR Pearson WJEC

**NO MOBILE PHONES
NO WATCHES**

**NO TECHNOLOGICAL OR WEB-ENABLED
POTENTIAL SOURCES OF INFORMATION**



Possession of unauthorised items, such as a mobile phone or any watch, is a serious offence and could result in

DISQUALIFICATION

from your examination and your overall qualification.

Starting the Exam

Always listen to the invigilator. Always follow their instructions. Failure to follow the instructions of an invigilator is malpractice.

Tell the invigilator at once if:

(a) you think you have not been given the right question paper or all of the materials listed on the front of the paper

(b) the question paper is incomplete or badly printed.

Read carefully and follow the instructions printed on the question paper and/or on the answer booklet.

Do not start writing anything until the invigilator tells you to fill in all the details required on the front of the question paper and/ or the answer booklet before you start the exam. Do not open the question paper until you are instructed that the exam has begun.

During the Exam

- Do not talk to or try to communicate with or disturb other candidates once the exam has started.
- Do not borrow anything from another candidate during the exam.
- Do not use correcting pens, fluid or tape, erasable pens, highlighters or gel pens in your answers.
- You must not write inappropriate, obscene or offensive material.
- Remember to write your answers within the designated sections of the answer booklet.
- Do your rough work on the proper exam stationery. Cross it through and hand it in with your answers. Make sure you add your candidate details to any additional answer sheets that you use, including those used for rough work.
- If you leave the exam room unaccompanied by an invigilator before the exam has finished, you will not be allowed to return.

Toilets Visits

- Please go to the toilet BEFORE your exam
- There will be no toilet visits allowed in exams of 1 hour or less unless you have a toilet pass
- For exams longer than 1 hour, you may request a toilet visit providing it is not within the first 30 minutes or the last 20 minutes of the exam (unless you have a toilet pass)
- Please be aware that whilst you may ask to go to the toilet, you need to be accompanied by an invigilator. As invigilators may be busy dealing with other exam related issues and toilet visits for those with passes, you may have to wait
- It is possible that you may not get to go to the toilet if there are many others waiting before you so please do make sure you go before the exam.

Invigilators

Exams are supervised by a team of invigilators who are not usually school staff.

Invigilators are here to help and support and want students to succeed, but they must follow strict rules and regulations when conducting exams as directed by JCQ awarding bodies, etc.

Put up your hand during the exam if:

- (a) you have a problem and are in doubt about what you should do
- (b) you do not feel well
- (c) you need more paper
- (d) You need to request a toilet visit



You must not ask for, and will not be given, any explanation of the questions

Emergency Evacuation from the Exam Room

- If the fire bell rings your exam will be stopped and the invigilators will give you instructions on what to do.
- Sports Hall candidates will be escorted and will line up in your exam seating rows. Those in alternative rooms will just line up together. Your name will be checked off against the register.
- **YOU MUST REMAIN SILENT AT ALL TIMES. ANY TALKING WILL BE REPORTED AS MALPRACTICE**
- Once allowed back in, the exam will be restarted, and you'll get the full remainder of the time.

End of the Exam

If you have used more than one answer booklet and/or any supplementary answer sheets, place them in the correct order.

Place any loose additional answer sheets inside your answer booklet. Make sure you add your candidate details to any additional answer sheets that you use.

You must remain silent while all papers are collected up and until you've left the exam room. Please leave quietly as other candidates may have additional time and still be working.

Do not leave the exam room until told to do so by the invigilator.

Do not take any stationery from the exam room. This includes the question paper, answer booklets used or unused, rough work or any other materials provided for the exam.

Candidates with Access Arrangements/Reasonable Adjustments

Students who have access arrangements in place will have been notified by our SEND team.

Not all access arrangements apply to all subjects – for example, a student might have extra time in one subject, but not in another in line with their normal way of working for that subject.

Please read the information that has been sent home carefully, well before the exams, and if you have any queries regarding access arrangements, contact the SEND team.

Malpractice means any act or practice which is in breach of the regulations.

In other words, breaking the exam rules. Any suspected or actual incidents of malpractice will be investigated and reported to the relevant exam board.

A document covering possible malpractice sanctions can be found on the JCQ website at <https://www.jcq.org.uk/exams-office/malpractice> in the document 'JCQ Suspected Malpractice'. If you require a printed copy or would like more clarification on anything please contact the exams office at exams@ibstock.co.uk.

AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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Warning to Candidates

1. You **must** be on time for all your examinations.
2. **Possession of a mobile phone** or other unauthorised material **is not allowed** even if you do not intend to use it. You will be subject to penalty and possible disqualification from the exam/qualification.
3. You **must not** talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.
4. You **must** follow the instructions of the invigilator.
5. You **must not** sit an examination in the name of another candidate.
6. You **must not** become involved in any unfair or dishonest practice in any part of the examination.
7. If you are confused about anything, only speak to an invigilator.

Malpractice

Malpractice can also occur outside of the exam room. Below are some details about how candidates could be caught out outside of the exams.

Things not to do on social media:

- Buy/ask for/share exam content
- Pass on rumours of what's in exams
- Share your work
- Work with others so that your coursework is not your own independent work

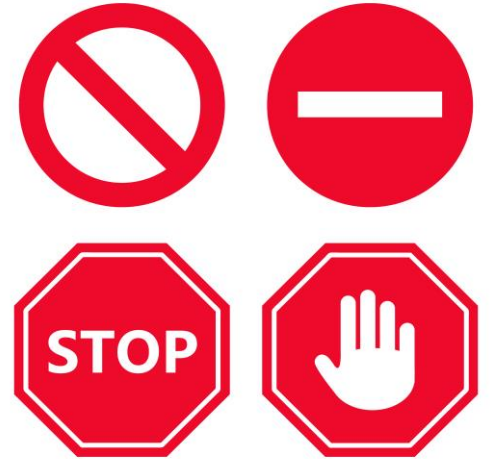
Non-examination assessments and coursework, as an example:

Research and using references:

Where computer-generated content has been used (such as an AI Chatbot), your reference must show the name of the AI bot used and should show the date the content was generated. For example: ChatGPT 3.5 (<https://openai.com/blog/chatgpt/>), 25/01/2024. You should retain a copy of the computer-generated content for reference and authentication purposes.

Plagiarism

Plagiarism involves taking someone else's words, thoughts, ideas or outputs and trying to pass them off as your own. It is a form of cheating which is taken very seriously.



REAL examples of Malpractice

- AQA Maths – Iphone (switched off) handed in 3 minutes after exam started. Student said they had forgotten it was there. Student was given ZERO marks for that paper, failed Maths and lost their apprenticeship place despite school appealing on student's behalf.
- AQA - Student used back of exam paper to sketch after they had completed the exam. Sketching included swear words and obscenities. AQA issued a warning that stated if any further papers from that student were defaced in the same way the student would be banned from sitting AQA exams for 2 years.
- AQA Maths - Student's phone alarm sounded during exam alerting invigilator to phone not having been handed in. Student has not used phone but was given zero marks for the paper and failed maths.
- Pearson – obscenities written on exam paper, Pearson disqualified student from any Pearson related exam or assessment for 2 years.
- OCR History – Student in a short-sleeved shirt had drawn an image of a tank and had the words Treaty of Versailles written on his arm. Said he did it during in the exam but as he wasn't seen doing it – it was reported. OCR awarded zero marks for the paper.
- WJEC English – Student had a scrunched up piece of paper in their pocket. When they took a tissue out, the paper fell out too. There were notes on the paper. WJEC awarded zero marks for the paper.
- AQA Combined Science – Student did not comply with invigilators instructions not to communicate (non-verbally) with fellow candidate and their refusal became disruptive. AQA disqualified student from the whole subject.

Exam Certificates will be ready for collection in December 2026 - remember to come for them!

OCR 
RECOGNISING ACHIEVEMENT

General

This is to cert
following grad

GENERAL
G

**Edexcel
General Certificate
Secondary Educ-d'**

AQA1 

Ge
Se

You Can Do This !!

“Success is not final, failure is not fatal: it is the courage to continue that counts.”

Winston Churchill

“Don’t let what you cannot do interfere with what you can do.”

John Wooden

“You are braver than you believe, stronger than you seem and smarter than you think.”

A.A. Milne

"Don't watch the clock; do what it does. Keep going."

“Successful and unsuccessful people do not vary greatly in their abilities. They vary in their desires to reach their potential.”

John Maxwell

“Nothing is impossible. The word itself says ‘I’m Possible’.”

Audrey Hepburn

"Trust yourself. You know more than you think you do."

Benjamin Spock