



KIRKHAM
GRAMMAR SCHOOL

SUMMER EXAMINATIONS 2025

GUIDANCE FOR LOWER SIXTH PUPILS

Introduction

Examination 'week' will be held from Tuesday 3 June – Tuesday 10 June (morning only). The normal timetable is suspended in order to allow a series of subject-based summative assessments to take place. Study leave is granted for this period.

All Lower Sixth pupils will sit written examinations set by departments, the exception being those who are taking AS level examinations, A Level Art or BTECs.

In the run-up to the examination period subject teachers will provide a revision-topic list together with any subject-specific examination information.

During the Examination:

- Line up outside the Recital Hall back door, ten minutes ahead of the published exam start time.
- You may not talk once the invigilator has asked you to be silent until you leave the examination room or until the invigilator declares that the examination has finished.
- You will not be allowed to leave the examination room until the end of the session. If you finish early, you should check carefully through your work, and must obviously remain silent. Under no circumstances should you attempt to distract another candidate.
- If you wish to draw yourself to the attention of the invigilator raise your arm.
- You must not communicate, or attempt to communicate, with another student during examinations or whilst papers are being collected. Any candidate found doing this, or detected in any other unfair practice, runs the risk of having that paper cancelled, (ie you will get 0%), you might indeed have all your papers cancelled (as can happen in GCSE and A Level examinations).
- Mobile 'phones must be switched off and placed in the collection box with Smart watches. All watch alarms must be switched off.

General Issues:

- If you miss an examination due to illness, or for any other reason, send an email (d.parkinson@kirkhamgrammar.co.uk), so that a time can be arranged for you to sit the examination(s) you missed. I will try and get you into one of the other exam sessions on the published timetable.
- In the event of the fire alarm sounding during an examination, leave everything behind and listen carefully to any instructions the invigilator may give. Walk quickly and quietly to the Quad and line up as Forms. It is essential that you remain silent. When dismissed you should return to the examination room in silence.

D C Parkinson
Senior Deputy Head