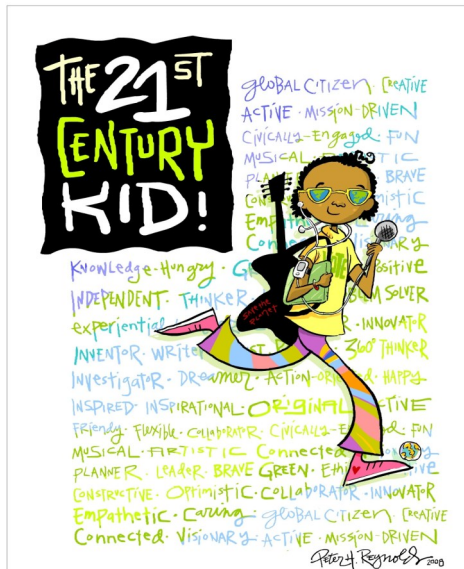




More information can be found in the VLE section on our website;

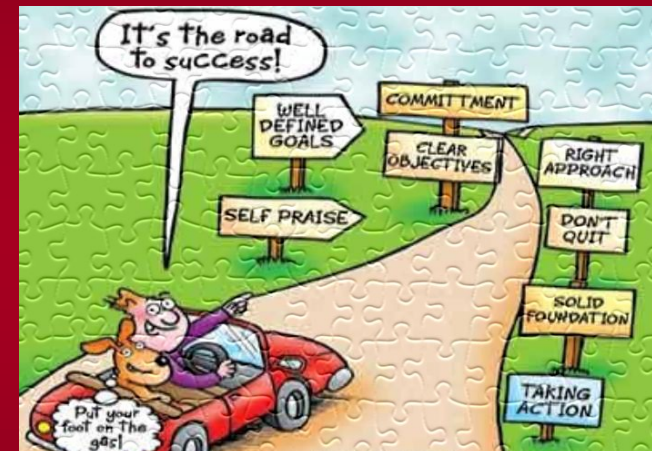
- GCSE Examination schedule
- Weekly revision planner
- Departmental study support timetable
- Key dates and deadlines
- Study Support Information Evening presentations
- 'Foods for success'
- 'Beat exam stress'
- Exam regulations

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Top Tips for Exam Success



A guide for parents and students on top tips to achieving success with exams

Westleigh High School

Support for Success

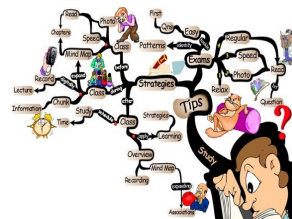
Parental involvement in your son or daughter's education can mean the difference between realising their potential and celebrating success, and simply doing well.

Exam results depend on more than just good teaching and lucky questions on the day—success, results equally from motivation, persistence, good organisation, careful planning of revision and ‘exam technique’ - all of which you can influence.

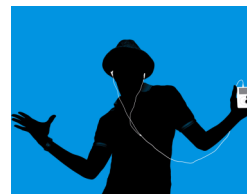
And the good news...is that you do not have to be an expert in any of the subjects your child is studying to make a real difference; *you do not have to become a 'super-parent'* - you just need to know how best to spend the time you do have at each stage of the process.



The aim of this booklet is to enable you to support your child, whilst providing you with the practical information you will need to help them in meeting the demands and pressures of sitting their final exams, in partnership with your son or daughter and Westleigh.



Use a range of **Study Skills** resources to find the best ways to revise for each subject and those which best suit your preferred learning style, e.g. using bullet points on crib cards to highlight main subject theories— these are effective for quick revision and for reading during 'down' times, for example, when you're waiting for a bus!



Some people revise more effectively by listening— so you could try ‘talking’ your revision and recording it onto your iPod or accessing pod casts from the VLE or from the web

Listen to these while lying in bed, while travelling in a car, or walking to the shops— this also takes the guilt out of being out and about rather than stuck in front of your books!



Ensure that your sleeping habits are regular in the lead up to your exams and that you are having at least 7 hours of uninterrupted sleep every night—now is not the time to staying up all night surfing the web or playing on your games console — make sure that you have an early night before each exam!



Prepare items needed for the exam the evening before— make sure you have the essentials (pens, pencil, ruler etc.) and also any specific equipment needed for your exam e.g. a calculator— but remember, ***taking unauthorised equipment or materials into your exam can get you disqualified from ALL exams***— your exam invigilator should remind you of this before the exam starts!



Look after yourself during the exam period— a healthy diet is essential as is keeping yourself hydrated by drinking plenty of water, which will help you to maintain good levels of concentration— consider cutting down on your part-time job by making your employer aware that you need to commit time to your exams and revision—they should understand!



On the morning of the exam, have a good breakfast, stay calm and allow yourself plenty of time to get to the exam to avoid being late — remember that you can only do your best and even if you do not do as well as you had hoped, your parents still love you just as much and will be just as proud of you!

Top Tip for Students



Create a revision timetable with sensible work slots and breaks, and then show it to your parents to get their support.

Keep to this timetable! - then if your parents find you not working, provided you are following your agreed timetable, no-one is going to hassle you — parents only hassle and worry when they are not sure what you are doing, or if you do not seem to have a plan— be organised and structure your time!



Organise yourself well and it will help you to fulfil your potential— keep revision notes for each subject in separate files, organise revision notes by topic, if you have been absent acquire a copy of someone else's notes, ensure that you have practice questions for each unit and keep revision guides in a safe place!

Day	Start	End	Subject	Exam Type	Year
Monday 12th	08:00	09:00	English Language Paper 1: Reading	GCSE	Year 11
Monday 12th	09:00	10:00	Maths: Foundation Paper 1: Algebra	GCSE	Year 11
Monday 12th	10:00	11:00	Maths: Foundation Paper 1: Geometry	GCSE	Year 11
Monday 12th	11:00	12:00	Maths: Foundation Paper 1: Statistics	GCSE	Year 11
Monday 12th	12:00	13:00	Maths: Foundation Paper 1: Algebra	GCSE	Year 11
Monday 12th	13:00	14:00	Maths: Foundation Paper 1: Geometry	GCSE	Year 11
Monday 12th	14:00	15:00	Maths: Foundation Paper 1: Statistics	GCSE	Year 11
Monday 12th	15:00	16:00	Maths: Foundation Paper 1: Algebra	GCSE	Year 11
Monday 12th	16:00	17:00	Maths: Foundation Paper 1: Geometry	GCSE	Year 11
Monday 12th	17:00	18:00	Maths: Foundation Paper 1: Statistics	GCSE	Year 11
Monday 12th	18:00	19:00	Maths: Foundation Paper 1: Algebra	GCSE	Year 11
Monday 12th	19:00	20:00	Maths: Foundation Paper 1: Geometry	GCSE	Year 11
Monday 12th	20:00	21:00	Maths: Foundation Paper 1: Statistics	GCSE	Year 11
Monday 12th	21:00	22:00	Maths: Foundation Paper 1: Algebra	GCSE	Year 11
Monday 12th	22:00	23:00	Maths: Foundation Paper 1: Geometry	GCSE	Year 11
Monday 12th	23:00	24:00	Maths: Foundation Paper 1: Statistics	GCSE	Year 11

Know when and where your exams are taking place—they are not always in the same exam hall, know when they start, how long they are and what equipment you need (pens, pencil, ruler, calculator etc.) and be aware of what you are **not** allowed to take into the exam e.g. mobile phones!!



Make sure that you have time at weekends when you are not revising or thinking about exams - balancing study time with 'down time' will mean that you will come back to it refreshed!



Tell your family about your revision time and give them a copy of your revision timetable— ask them for help if you need it and to remind you when you should be revising— it may help them to feel useful to you!

What is my role as a parent or carer?

Your role may include some or all of the following;



Attendance Officer—making sure your son or daughter attends school regularly, arrives on time and attends lessons with the understanding that they **MUST** make the most of this time



Agent —forging the partnership between home and school, going to Parents' Evenings, asking the right questions and finding out how best to support your child at home



Banker —providing the right equipment and resources for homework and revision; a quiet space, a 'workbox' of pens, pencils, paper, files, revision guides and other necessities



Project Manager— agreeing rules for homework or revision and helping them to plan a realistic timetable that they will stick to, but one that balances the 'fun stuff' with studying



Study Buddy —showing an interest in the subjects your child is studying, supporting them with homework and testing them when they ask you



Entertainments Officer —finding out about interesting TV programmes, theatre productions, films, exhibitions or interactive resources relevant to your child's learning



Adviser —helping your child to break tasks down into manageable activities, keeping a subtle eye on their progress and more importantly, celebrating their achievements



Counsellor —listening to your child when times are tough and always seeing a positive way forward, even when things are going badly—looking after their emotional welfare!



Admin Assistant —finding copies of past exam papers, searching relevant websites, finding out about the subject, exam structure, content and key areas for the exam

Whatever your child's needs, they will always need someone to be their champion, celebrating their successes and achievements.

Top Tips for Parents and Carers



A dedicated quiet space with good natural light or lighting is best for studying, with no distractions e.g. TV, games console and even other siblings

If you have other children who are not studying for exams, make sure that they understand the importance of revision time



Ensure that your son or daughter has one evening a week away from their studies—a time for them to focus on other interests, that they will look forward to as a break from studying

It is also important that they take regular breaks during study periods to maintain good levels of focus and concentration



Be around as a 'feeding station' – ensure that your child eats healthily, keeps themselves hydrated and has proper meals at the right times — avoid energy drinks and not too many sugary snacks and junk food. *Have a read through the **Food for Success** leaflet for further information and support*



Offer to help your child in the lead up to an exam by testing them or asking if there is something that you can do for them to build their confidence levels

Subject	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Maths							
Science							
History							
Geography							
English							
Art							
PE							
Music							
Religion							
PSHE							

Know your son or daughter's revision timetable— encourage them to tell you about what they are studying. If you know that they are not at their best first thing in the morning, encourage them to rest and work when they are more lively — they should choose their least active time of day to be sociable and go out, or watch TV and relax at those times

Day	Start	End	Subject	Equipment	Notes
Monday 1 May	8:30 AM	10:00 AM	Maths	Calculator	Revision of Chapter 1
Monday 1 May	10:30 AM	12:00 PM	Science	Lab coat, Safety glasses	Revision of Chapter 2
Monday 1 May	12:30 PM	2:00 PM	History	None	Revision of Chapter 3
Monday 1 May	2:30 PM	4:00 PM	Geography	None	Revision of Chapter 4
Monday 1 May	4:30 PM	6:00 PM	English	None	Revision of Chapter 5
Monday 1 May	6:30 PM	8:00 PM	Art	Art materials	Revision of Chapter 6
Monday 1 May	8:30 PM	10:00 PM	PE	Sportswear	Revision of Chapter 7
Monday 1 May	10:30 PM	12:00 AM	Music	Instrument	Revision of Chapter 8
Monday 1 May	12:30 AM	2:00 AM	Religion	None	Revision of Chapter 9
Monday 1 May	2:30 AM	4:00 AM	PSHE	None	Revision of Chapter 10

Know exactly the date, time and location for each exam and incorporate this into the revision plan—make sure that your child is well prepared and has the correct equipment for each exam (pens, pencils, ruler, calculators etc.) - know what students are **not** allowed to take in to the exam, particularly mobile phones!



Make sure that your child is using the internet to study and not as a resource to give the appearance of study!

The web can be a fantastic source of supportive materials to help you child achieve excellent grades, but it can also be a great source for distraction— *Facebook* will still be there!



If your son or daughter has a medical condition, for example diabetes or hay fever, make sure that the school knows about it and ensure that any medication is taken as directed so as not affect their exam performance

There are also special considerations for some conditions



If there is a family crisis, for example bereavement or issues affecting home life, ensure that Student Guidance is aware of anything that might affect your son or daughter at this crucial time— their emotional welfare is important and additional stress can affect your child's exam performance



Remind your child that you can only ask them to try their best and even if they don't do as well as you had hoped, you will still love them just as much and be there for them



Reassure your child that you are more concerned about their welfare than the results— whilst you want them to realise their potential, their exam grades are simply a stepping stone to the next chapter in their lifelong journey