

CHGS Class Tests: Summer Term 2021
Information for Years 12-14

1. The test period begins on Monday 12 April, and you should attend all timetabled classes even if there are no tests. Most tests are scheduled for single periods, and you must stay for the full period even if the test is shorter than 55 minutes. Full school uniform should be worn throughout this period.
2. Please check the schedule very carefully. It is your responsibility to prepare and turn up at the correct time and location for each test. Although most tests will take place during normal timetabled periods, you should be aware that some tests are “off-timetable”.
3. Pupils with clashes will be provided with alternative times and venues where necessary.
4. Pupils entitled to Extra Time will be contacted individually, and alternative times and venues will be agreed.
5. Pupils with tests scheduled for successive periods (e.g. period 1 followed by period 2) will be permitted a short break of 15 minutes before the second test. It may be necessary for the second test to be held in a different venue to accommodate the new starting and finishing time.
6. You must not talk or communicate to other pupils during a test, or be involved in any dishonest practice. This could lead to zero marks for the test or full disqualification from the subject.
7. Mobile phones, smart watches and other electronic devices must be switched off and placed in school bags.
8. Your candidate number should be used on all your answer papers; do not write your name.
9. No pencil cases are allowed unless the contents are visible; only the use of black pen is permitted; and no Tipp-Ex or correcting fluid should be used. Make sure that you have the necessary equipment needed for each test (e.g. pens, pencils, calculator, rubber, ruler etc). No borrowing will be permitted.
10. If you have a timetabled class but all tests in that subject have been completed, you should bring additional revision materials to study for remaining tests in other subjects.
11. If you are not able to take a test **due to a Covid-related issue** (e.g. self-isolation), you should notify school as soon as possible. Alternative arrangements will be agreed. If a test cannot be completed, the school will use marks from your other tests and additional assessment evidence to determine your grade.
12. If you are not able to take a test **due to any other reason** (e.g. illness), you should notify school as soon as possible and if applicable get a medical note to confirm the reason for your absence. The school will use marks from your other tests and additional assessment evidence to determine your grade.
13. When the test periods have finished some classes will continue, and more information will be provided in due course.
14. Results will be distributed on Tuesday, 10 August (AS/A Level) and Thursday 12 August (GCSE).

If you have any queries, please contact Mrs Patterson (Year 12) or Mrs Oliver (Years 13 & 14).