



# Dealing with exams

# Getting exam ready

- Exams and assessments happen throughout the year.
- PPE weeks add an additional dimension of stress.
- Important to get the process right in order to maximise chances of success.
- Aim of the session – unpacking the exam readiness “toolkit”

- Y13 – next week
- Y12 – WC June 26<sup>th</sup>
  
- You will be on study leave for the duration of this week, which means you can be at home. The school is open for you to come in and study if you wish.
  
- Signing in and out:
  - No need to sign in/out if you are just coming in for exams.
  - If you are coming in to study then you **must** sign in/out.

# Individual assessment/exams

- ❑ There are **FORMAL** individual exams and assessments occurring throughout the year
  - ❑ Modular components
  - ❑ Controlled assessments
  
- ❑ You are allowed to have study leave:
  - ❑ The morning of an exam if it is in the afternoon.
  - ❑ The afternoon (P4 and P5) the day before a morning exam.
  
- ❑ Should you wish to take study leave in this instance, your parents must authorise this on ClassCharts

# THE WEEKEND BEFORE YOUR PPES/EXAMS



- Set clear goals making use of your PLCs and previous assessments to help direct you.
- Whatever you plan on doing:
  - Make it SPECIFIC
  - Give clear TIME limits to these tasks
  - Don't block revise.
    - Interleave your subjects and exams to ensure that your brain can handle what you're doing.
    - Also increases the chance of memory retrieval – blocking and cramming might seem the best but it won't aid you in the long-term.
  - Test your knowledge and understanding so that you can be confident your studying is having impact.

# Recharge on multiple occasions!

- Identify when you are going to have downtime and stick to it.
- Get some exercise.
- Eat well – feed your brains:
  - Fruit and Veg!
  - Feeling tired – have an apple! (13g of natural sugars and carbs that will keep you focussed – sustained energy)
  - Water!
- Set yourself a bedtime routine:
  - Phone away and screens off (reduce the blue glare – I don't care if you have a filter!)
  - Read – remove yourself from what you had been doing.
  - Something warm to drink?

# Sleep Calculators – 8.30am wakeup

You should try to **fall asleep** at one of the following times:

**10.00pm – For seven sleep cycles (10 and a half hours sleep)**

**11.30pm – For six sleep cycles (Nine hours sleep)**

*Please keep in mind that you should be **falling asleep** at these times. The average human takes **fourteen minutes** to fall asleep, so plan accordingly!*

Sleep calculators work on helping your body work through the full sleeping cycle.

Interrupting your sleep cycle = you feel worse!  
(Especially from deep sleep!)

A full sleep cycle is 90mins



# THE NIGHT BEFORE



# Fuel



# Prep

- Do not over-do it – give yourself clear guidelines and hold yourself to account on this.
- Use tools like Pomodoro to give yourself variety and keep your study effective.
- Focus on things like:
  - Decoding exam Qs.
  - Mirroring the exam process.
  - Testing on things that you know you still don't know – you shouldn't try and go through everything!
- Pack your bag the night before – make sure you can just pick it up and go!

# Recharge

- Get a good night sleep.
- If you struggle with sleep:
  - Give yourself plenty of time between stopping work and going to bed.
  - Ideally build in “down time” as part of this to put clear boundaries around your study.

# THE MORNING OF



Fuel – I mean it... have an apple (Cornell University have researched this...)



# Final preparations

- Keep this to a minimum.
- There is nothing worse than feeling anxious about an exam and then getting something wrong in the build up to throw you off your game.
- Better to go in with a clear head!

# Get going

- Give yourself plenty of time to get to school. Don't rush.
- Walk it?
  - Fresh air to counter the stale exam hall...
  - Get the blood circulating!
- Make sure you know where your exam room is (if it isn't in the theatre)



# GETTING TO THE EXAM AND MANAGING THE EXAM HALL

# Exam Times

Exams start at:

09:00 for morning (AM) exams

13:15 for afternoon (PM) exams

You need to be at your exam **no later** than 15 minutes prior to the start of the examination.

This will allow you to settle, be ready and start promptly, making the best use of your time.

# Be Prepared

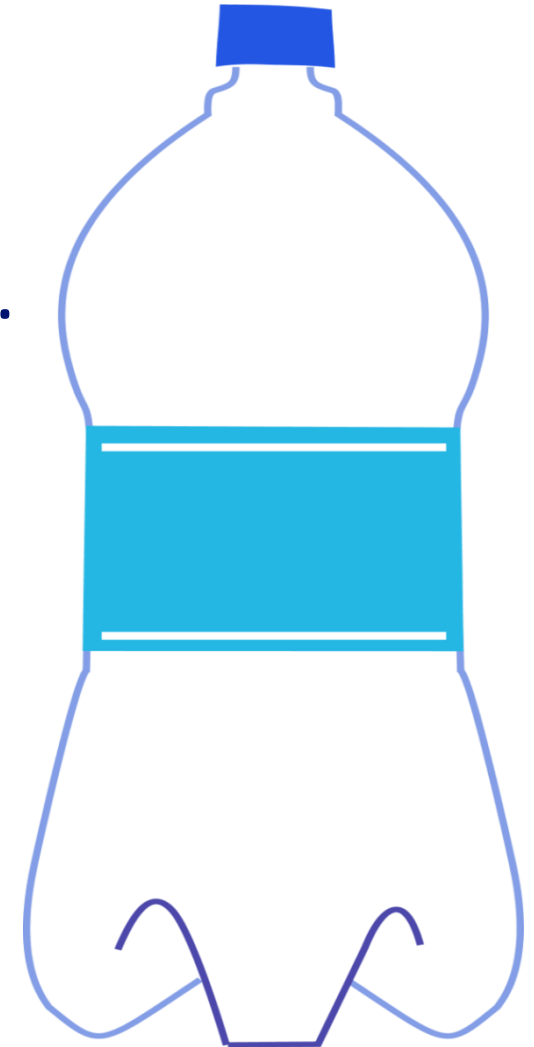
- Make sure you know what day, time and room your exams are in. Check your personal timetable. Remember, be there early (15mins before as a minimum).
- Wear full school uniform including jackets and lanyards.
- Bring valuables into the Sports Hall do not leave them in the changing rooms.
- You will be given red zip bags for any unauthorized items and valuables as well as mobile phones. You **must** hand in your mobile phone – this falls under JCQ regulations and you can be disqualified if you are found with one (regardless of usage).

# Be Prepared – Correct Equipment

- Black pens
- Pencils
- Clear pencil case
- Calculator for Maths/Science etc
- Any specialist equipment such as protractors and compass

# Be Prepared – Water

Make sure you bring water,  
keeping hydrated is very important.  
(Don't forget no labels on the  
bottles)



# Going into the exam - what to expect

- A seating plan will be displayed outside the changing rooms in the sports hall or by the Theatre entrance
- There must be no talking once in any exam room
- If you are unsure of anything you may speak to an invigilator
- You will be expected to remain in the exam until the finish time
- Go to the loo before the exam starts – no one likes to interrupt the process of differentiating equations...

# In the exam - what to expect

- You have a specific time to complete your exam. Aim to use the full amount of time, making sure you keep an eye on the clock so as you don't over-run – manage your time well.
- Each exam will have a front page with important information on it (this is called rubric). Make sure you read this carefully and follow all instructions.
- Make sure you complete all candidate information properly, including candidate numbers on exam booklets and any additional sheets.

# If there is an emergency

- If the fire bells ring do not move until told to by the invigilators. You will be asked to leave in silence through the nearest fire exit.
- Invigilators will escort you to the tennis courts in front of the Leisure Centre and register you.
- Under no circumstances must you join your tutor groups on the Astro Turf.
- You may not talk to each other or other students/teachers in school.
- Failure to follow these rules could lead to disqualification



# If There is an Emergency



# POST-EXAM PROCESSES (IMMEDIATELY)

# Leaving your exams

- You may go home when your exam finishes – please leave the site as quietly as possible as there are lessons in progress.
- Some exams may not finish until after 15:15.
- When you leave the exam hall, be aware that there may be other exams still going. Be considerate of your peers and remain silent until well away from the exam hall.

# Look forward...

- Colmer's top tip - don't talk about your answers with your peers!
  - In many subject areas the answer is subjective – you may have answered the question differently but this doesn't make it wrong.
- Regardless of how you think the exam went, do something to reinvigorate yourself.
  - Listen to some music that you love.
  - Have a cuppa and a biscuit!
  - Go for a walk
- Exam in the afternoon? After a break get yourself in the right headspace to tackle the assessment.
- Again – avoid cramming at this point – if you're going to do some more work, give yourself a meaningful objective.

# POST-EXAM (LATER THAT DAY AND BEYOND)

# Reflecting at the end of the day...

- Students who reflect and engage in metacognition (where you monitor your own learning and evaluate along the way) are likely to make 7 months additional progress compared to students that don't.
- Note down your reflections on each exam:
  - What do you think went well? What do you think didn't go so well?
  - How did you prepare for them? Did you feel confident prior to the assessment?
  - What did you do? Do you feel like it had impact in embedding knowledge?
  - What would you do differently next time?
  - What further help do you need to do even better next time?

# Reflecting on results

- First, take a moment to celebrate the successes, even if these are just to do with a unit, a question or a part of a paper.
- Be constructive in your review of your marks – where could you improve, what are the next steps you could take?
- Look back on your self-evaluations. Were you accurate in your predictions or not? What might this reveal about your own perceptions?
- Don't catastrophize or beat yourself up – these are practice exams. Do learn from them!

# Results – what to do with them

- Speak to your teachers. Ask them questions if you are unsure how to develop and improve.
- Challenge your revision and working methods – review your exam reflections and use this to consider how you might adapt your process and systems.
- Discuss your thoughts with your tutor. They are there to support you in all of this.



**ANY QUESTIONS?**

