



**HAZEL
GROVE**
HIGH SCHOOL

Year 9 Exams Booklet

GCSE Examinations

Message to Students and Parents/Carers

Dear Students, Parents / Carers

We are pleased to confirm the final arrangements for our Year 9 students, as we approach the forthcoming examination season. We hope this booklet will support you in planning for the important weeks ahead.

On behalf of all the staff, we would like to wish every student the very best of success in their upcoming examinations.

A copy of this booklet will be placed on the school website. Should you require any further information, please do not hesitate to contact us.

Kindest regards

A handwritten signature in black ink, appearing to read 'B Vickers', written in a cursive style.

Mr B Vickers
Deputy Head of School

Examinations – Summer 2026

Key Dates

Main exam period: **7 May - 16 June 2026**
Results Day: **20 August 2026**

Full attendance in the build up to and during the exam period is essential.



Students will receive individual timetables showing subjects, rooms and seating prior to the exam period.

Please check these carefully and report any errors to the subject teacher, or to the Exams Manager, Mrs Divall.

Exam Period Arrangements

- Normal school rules apply
- Full school uniform must be worn
- Afternoon exams may finish after the usual school day

Exam Regulations

The school must comply with JCQ requirements for all public examinations. Students and Parents/Carers should read the Information for candidates for written examinations available at the end of this booklet outlining expectations.



Students should follow all invigilators instructions.

During the exam period we are inspected by the Joint Council for Qualifications (JCQ) to ensure that the school, as an exam centre, is setting the expected standards.

All documents relating to examinations practice and procedures can be found on the School exam information webpage <https://www.hazelgrovehigh.co.uk/exam-information/>.

Unauthorised Items

No watches of any kind can be worn.

Please remember that no electronic device can be taken into the exam room. Any web or Bluetooth enabled device such as mobile phones, Airpods, earbuds, smart glasses etc are prohibited.



Anyone found in possession of unauthorised items, even switched off and unused, intentionally or not, will be reported to the awarding body. This may lead to disqualification from that examination, the full qualification and subsequent exams.

Attending Exams

Punctuality is important. Public exams are arranged to follow the awarding body scheduled times.

Exams will start at **8.45am and 1.30pm**. Students must arrive at least a minimum of **10 minutes prior to the start** - this is to ensure exams can start promptly.

If late, or delayed, call School and speak to Mrs Divall or Mrs Verity. Late arrivals must report to Student Hub, under no circumstances must students enter an exam room without permission from the Exams Manager. Very late arrivals may be refused entry.



Illness

We hope that every student will be fit and well throughout the exam season.



However, unforeseen illness can strike; in which case the school needs to know as soon as possible so we can advise on the best approach.

If a student is ill on the morning of an exam, please contact Main Reception on 0161 549 7700 and ask to **speak** to Mrs Divall or Mrs Verity.

Equipment/Uniform

Students **MUST** bring correct equipment in a clear pencil case including:

- **black ball point pen,**
- Pencil, rubber and ruler,
- Scientific calculator (if applicable),
- sharpener, compass, protractor



Please encourage students to be prepared before every examination they are due to take.

Full uniform must be worn for all exams. It is, therefore, important that blazer pockets are cleared of all items. If we get warm weather, students can remove their blazer and leave it in the gym with their belongings before entering the exam room.

Revision

Students should now be 'fine-tuning' their revision programmes. Advice and support have already been given to students about revision strategies multiple times but it is worth us re-stating some broad principles. Students should:

- Endeavour to revise in an active manner, that is, to create or use self-testing material from their notes and not just simply through reading through them. Sometimes students find it helpful to produce flow charts, diagrams, lists etc to aid their learning and retention of material.
- Ensure they learn the more unfamiliar and 'harder' parts of the work before the more familiar 'easier' topics.
- Seek to revise in short bursts of time, punctuated with a break using The **Pomodoro Technique**, (25 minutes' revision – 5 minutes' break x 3, followed by a 30 minute break then repeat the cycle).
- Avoid leaving revision to the last minute. Starting early and taking a little and often approach is the best way to ensure a mindful and manageable approach to exam preparation.
- Having a revision timetable and sticking to it is important. The task is seen to be a manageable one, and students are able to see that they are 'on target' to complete a topic by a set date.



Support and Guidance

Any student who is encountering any problem with their revision programme should seek the support of their Head of House.

Official Leaving Date

Once all exams and assessed work are complete, students are no longer required to attend school.

Arrangements for the Receipt of Results



GCSE Results for Year 11 will be on **Thursday 20 August 2026**. Further details will be made available nearer the Summer.

If the student cannot attend on the day, results can be posted if a stamped addressed envelope is provided to Mrs Divall, before Friday 10 July 2026.

Results will not be given over the phone or via email.

A third party may collect results **ONLY** with written permission **from the student**. They will also need to bring proof of ID with them. Without these we are not able to release results.

As an Examination Centre we must make candidates aware of Enquiries about Results before they sit any examination(s). A copy of the Enquiries about Results policy can be found on the School website <https://www.hazelgrovehigh.co.uk/exam-information/>.

Appendix 5

Information for candidates for written examinations – effective from 1 September 2025



 AQA	 City & Guilds	 CCEA	 NCFE	 OCR	 Pearson	 WJEC
--	--	---	---	--	--	---

This document has been written to help you. Read it carefully and follow the instructions. If there is anything you do not understand, especially which calculator you may use, ask your teacher.

A Regulations – Make sure you understand the rules	
1	Be on time for all your exams. If you are late, your work might not be accepted.
2	Do not become involved in any unfair or dishonest practice during the exam.
3	If you try to cheat or break the rules in any way, you could be disqualified from all your exams.
4	You must not take into the exam room any unauthorised material, including: a) notes; b) earphones or earbuds (e.g. AirPods), mobile phones, MP3/4 players or similar devices, smart devices, smart glasses, tablets (e.g. iPads or iPods); c) a watch. Any pencil cases taken into the exam room must be see-through. Remember: possession of unauthorised material is breaking the rules, even if you do not intend to use it, and you will be subject to sanctions and possible disqualification.
5	Do not use correcting pens, fluid or tape, erasable pens, highlighters or gel pens in your answers.
6	Do not talk to or try to communicate with or disturb other candidates once you have entered the exam room.
7	You must not write inappropriate, obscene or offensive material.
8	If you leave the exam room unaccompanied by an invigilator before the exam has finished, you will not be allowed to return.
9	Do not borrow anything from another candidate during the exam.
B Information – Make sure you attend your exams and bring what you need	
1	Know the dates and times of all your exams. Arrive at least ten minutes before the start of each exam.
2	If you arrive late for an exam, report to the invigilator running the exam.
3	If you arrive more than one hour after the published starting time for the exam, you may not be allowed to take it.
4	Only take into the exam room the pens, pencils, erasers and any other permitted equipment needed for the exam.
5	You must write clearly and in black ink. Coloured pencils or inks may be used for only diagrams, maps, charts, etc., unless the instructions printed on the front of the question paper state otherwise.
C Calculators, dictionaries and computer spellcheckers	
1	You may use a calculator unless you are told otherwise.
2	If you use a calculator: a) make sure it works properly; check that the batteries are working properly; b) clear anything stored in its memory; c) remove any parts such as cases, lids or covers which have printed instructions or formulae; d) do not bring into the exam room any operating instructions or prepared programs.
3	Do not use a dictionary or computer spellchecker unless you are told otherwise.

D Instructions during the exam	
1	Always listen to the invigilator. Always follow their instructions.
2	Tell the invigilator at once if: <ol style="list-style-type: none"> you think you have not been given the right question paper or all of the materials listed on the front of the paper; the question paper is incomplete or badly printed; you think you have not been given the expected access arrangement(s).
3	Read carefully and follow the instructions printed on the question paper and/or on the answer booklet.
4	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. Do not open the question paper until you are told that the exam has begun.
5	Remember to write your answers within the designated sections of the answer booklet.
6	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.
E Advice and assistance	
1	If, on the day of the exam, you feel that your work may be affected by ill health or any other reason, tell the invigilator.
2	Put up your hand during the exam if: <ol style="list-style-type: none"> you have a problem and are not sure what you should do; you do not feel well; you need more paper.
3	You must not ask for, and will not be given, any explanation of the questions.
F At the end of the exam	
1	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. For CCEA examinations, any loose additional sheets should be placed behind your script.
2	Do not leave the exam room until told to do so by the invigilator.
3	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.
This information must be made available to all candidates in advance of their examination(s) for each series. It may be provided electronically to candidates or in hard copy paper format.	