



# Bishop Wordsworth's School

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August 2016

To Parents/guardians who have registered their son to take the 11+ test by the stated deadline of 0900 hrs on Monday 5<sup>th</sup> September 2016:

(a copy of this letter will be sent in the post to you one week before the test **with your room card**)

## 11+ Examination: Saturday 17<sup>th</sup> September 2016 – Test Arrangements

### ARRIVALS

Boys will be escorted by Staff to the Sports Hall where they will be registered and taken to the appropriate examination room. We ask that parents do not come onto the school premises – the boys settle more quickly without you! Try not to arrive too early as the boys get nervous waiting around.

### PLEASE ENSURE BOYS BRING THE ENCLOSED ROOM CARD TO ENSURE QUICK CHECKING IN

### TIMETABLE

0830 - 0845

Boys should be dropped off (see note re parking) at the following points:

- Boys with surnames A-N at the school's entrance in No 11 The Close (see map).
  - Boys with surnames O-Z at the school gate in Exeter St (see map).
- When you have dropped off your son, staff will assume responsibility for him.

**Please do NOT arrive before 0830.**

0845 – 0905

Boys taken to examination rooms

0910 - 1010

**CEM Paper One** (Test lasts 50 minutes and is administered in about one hour)

1010 – 1040

Break. Please would boys bring their own snack and drink. Toilet facilities will be available.

1040 – 1140

**CEM Paper Two** (Test lasts 50 minutes and is administered in about one hour)

1140 – 1145

Boys leave. Boys with surnames A-N may be collected from No 11 The Close. Boys with surnames from O-Z may be collected from the Sports Hall Yard (directions will be available from the Exeter St gate).

### **NB.**

- CEM (the test provider) stipulate that NO mobile phones or cameras are allowed in the exam room during the test (please see full details overleaf).
- The instructions for the tests will be provided by a prepared audio soundtrack.
- Please note that no extra time will be given at the end of the test for any candidate who either has to leave the exam room because of illness or because they need the toilet.

Parents are asked not to enter the school gates until invited to do so, as this can cause unwarranted noise and disruption for candidates who have yet to finish their papers. For safety and security reasons, we will expect that every boy will be collected.

Please turn over ...!

### EQUIPMENT

Two pencils (HB or 2B), a pencil rubber, and a pencil sharpener in a clear polythene bag. Gel or propeller pencils are not allowed. Boys are not required to bring calculators, rulers, dictionaries, scrap paper, protractors or other aids.

### DRESS and CLOTHING

Boys are not required to wear school uniform. Coats can be put on the backs of chairs. Outside temperatures could be low if it is a wet day, and although the School make every effort to keep the exam rooms warm, those boys who may feel the cold are advised to come wearing suitable clothing.

### SEATING

Most boys will be seated alphabetically.

### MASCOTS

No mascots on desks, please!

### EATING

No eating during tests. Should a boy need to suck a cough sweet, then he should tell the member of staff in the examination room.

### TIMEKEEPING

There will be clocks in the examination rooms but boys may also bring reliable watches (not those that beep on the hour - as this can be distracting), so that they can manage their time.

### MOBILE PHONES

CEM (the test provider) stipulate that mobile phones or recording equipment are **not** allowed in the exam room during the test. This includes potential technological/web enabled sources of information such as iWatches, cameras, MP3/4 players, and wrist watches which have a data storage device. If any boy is found to have his mobile phone or any data storage device with him over the course of the morning, the School is obliged to report this to CEM who may impose any sanctions they deem appropriate, including disqualification.

### MEDICAL

Medical facilities will be available if any boy is unwell during a test.

### LATE-COMERS

If you are unavoidably delayed in traffic, please don't worry as we will make alternative arrangements. Please telephone the school to let us know (01722 333851).

### NON - ATTENDANCE

If your son is unwell on the day, and unable to sit the examination, please phone the School (01722 333851) and alternative arrangements will be made.

### OTHER EMERGENCIES

The Admissions Office will be staffed during the morning (01722 333851).

### PARKING

There is no parking available on the school site. **Please allow enough time to park and walk to the school;** the enclosed map may be helpful.

### RESULTS

A letter with the Eleven Plus test scores will be posted out mid-October in time for parents to complete and return the Secondary Application Form for their Local Authority, the deadline for which is 31<sup>st</sup> October 2016 (for Wiltshire, Hampshire and Dorset residents). This will give details of the test score and whether the student has met the required standard (and is "eligible" for admission).

Please do not hesitate to contact me if you have any query.

Yours sincerely

*Catherine Short*

Admissions Registrar