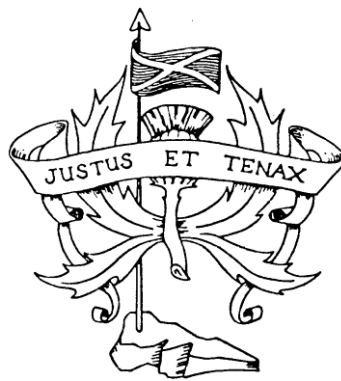


BOROUGHMUIR HIGH SCHOOL



S4 PRELIMS 3-16 NOVEMBER 2017

**INFORMATION FOR
PARENTS/CARERS**

All S4 pupils will sit a Maths prelim assessment on Friday 3 November. N5 candidates will be dismissed from school at the end of their exam. N4 candidates will return to class for period 3 and 4. As of Monday 6 November pupils will follow the S4 prelim exam timetable. All classes are suspended during the examination period. Pupils should only come into school for the exams they are sitting. Your son/daughter will be told by their class teacher which prelim assessments he/she will be sitting.

All pupils should return to school on **Tuesday 14 November at 8.32am except** those sitting National 5 Business Management, Economics, Media and RMPS. Those sitting Business Management, Economics and RMPS will return to class for periods 5 & 6. Pupils sitting Media should come in for their exam at 13.00. Pupils sitting Nat 5 Art should attend registration on Wednesday 15 November but will then spend the remainder of the day completing their practical assessment in the Art department. Pupils sitting Nat 5 PE should attend registration on Thursday 16 November but will then spend the remainder of the day completing their practical assessment with the PE department.

The Prelim Examination diet runs from Friday 3 November to Thursday 16 November 2017. The evidence produced by these prelims will help to inform departments of the appropriate level of entry (i.e. National 4 or 5) for the May 2018 examinations although final levels may not be decided until March 2018.

The S4 Progress report will be available in December and Parents' Consultation is on Wednesday 17 January 2018. Parents of pupils not sitting National 5 level in some or all of their subjects in the May 2018 examinations will be informed of this at the Parents' Consultation.

1. *Examination Timetable*

- As from Monday 6 November 2017 your son/daughter will follow the Prelim Examination Timetable. This was issued at Assembly on 12 October 2017. It is also available on the school website. Unless specified, all exams will take place in St Oswald's Hall. Pupils sitting Nat 5 Physical Education will be given specific instructions by the PE department.
- Please note the dates and times of the examinations on the timetable.
- Your son/daughter has been issued with more detailed exam instructions.
- Those pupils who have Alternative Assessment arrangements will have received an additional timetable specifying times, venue and special arrangement. eg. extra time or digital paper.
- Pupils are free to go home at the end of each exam.
- Many pupils will have 2 exams in one day. The time between exams can be spent in the **school cafeteria**.
- Pupils should not occupy space in local cafes unless they are eating or drinking there.

- Good behaviour in the local community during exams is essential.

NB: SCHOOL DRESS MUST BE WORN TO ALL EXAMINATIONS

2. *On the day of the examination you can support your son/daughter by encouraging them to do the following:*

- Bring with them: Pens, pencils, rulers, calculators, protractors, French /German dictionaries and whatever else they may need for a specific exam.
- Leave all mobile phones and/or ipods etc. at home as they must not be taken into the Exam Hall. (SQA regulations)
- Leave home in plenty time. Pupils must meet outside the Exam Hall at least 10 minutes before the examination is due to start.

3. *If your son/daughter has a concern*

- It is not too late to resolve any concern your son/daughter may have about a subject exam. They should speak to their subject teacher or Guidance Teacher if they have concerns.
- On the day of the exam: If they sleep in, miss the bus or have any other problem about arriving on time or attending their exam, they must contact the School Office immediately by telephoning 229 9703.
- If there is a concern about the examination timetable or exam arrangements, please contact Mrs Paterson (DHT S5/6, SQA Coordinator) by email or via the School Office.

Finally, we hope your son/daughter prepares well for their exams and we wish them every success.

