

Castle Douglas High School: SQA Examinations 2023

Mobile phones, tablets, smart watches or any other similar device cannot be taken into an examination, nor even left in a bag at the front. Ear phones cannot be taken into an exam room either. Mobile phones should be left at home.

Timetable

1. The attached timetable should list all your examinations. Please check that you know the levels at which you are being presented and the dates of your exams. Speak to Mrs Gillies if you are unclear about anything.
2. The times of some of your exams will be changed and some are different from the SQA timetable you may have seen on the internet. This has been done to help with school transport and these are now the **official times**.
3. Most of the examinations are held in the Games Hall; other rooms you may be in are listed as well (eg Listening exams in Languages take place in Huts 36 and 37).
4. School uniform will be worn to each examination.
5. Make sure that you have an acceptable calculator for the appropriate examinations – these will be checked by invigilators. Do not take in any other forbidden materials – pencil cases, books, notes etc. These items are listed in the booklet “Your Exams 2023” issued with these notes. This booklet also gives you other useful information.
6. Make sure the school has your correct address – it will be used for the delivery of your results in August.
7. Enter your Scottish Candidate Number on the SCN card provided – take this card into every examination with you as you will need to write the number on the front of every examination paper.
8. This year, some pupils with Assessment Arrangements have examinations which finish after 4pm. Please see Mrs Gillies if you have transport issues as a result of this.

School Lunches

During the exam period, lunches will be available from 12 noon.

Study Leave

Tuesday 2nd May – Friday 2nd June

Please note Monday 8th May is a school holiday.

The new timetable begins on Monday 5th June.

Study Sessions

These are compulsory and a list will be issued prior to the start of the exam diet beginning.

Any pupil wishing to attend timetabled classes during the study leave period may do so but should let teachers know as they may be involved in supervised study or covering classes. Normal rules for school uniform apply and pupil should only be on the premises to attend classes. Signing in and out at the office is a Health & Safety requirement.

There will also be a supervised study classroom for each period of each school day; pupils wishing to use this facility should sign in / sign out at the office. It should be noted that this will be for SILENT study; earphones can be worn but this facility is not for pupils wishing to work in groups or in pairs. School uniform should be worn and normal classroom procedures apply.

School Leavers (collect forms from Main Office)

If a pupil is of age to, and intends to leave school after S4, a Leavers' Form should be completed after the last examination has been taken; this will take official effect from Wednesday 31st May. Pupils leaving from S5/6 may do so after the last examination and on completion of a Leavers' Form. These should be signed by all the relevant teachers to show that all books and equipment have been returned. A head of year DHT or Mr Smith should also sign the Leavers' Form.

Questions

Please do not worry about any issues connected to SQA. There are no stupid questions: if there is something about which you are not clear, please speak to Mrs Gillies at any time.

Parents and carers can also contact Mrs Gillies about SQA issues.

Telephone: 01556502821 or 01644430259

E mail: gw08gillieslorraine@ea.dumgal.sch.uk