



INTRODUCTION

It is the aim of Hinchingsbrooke School to make the examination experience as stress-free and successful as possible for all students. The purpose of this booklet is to help prepare you for the exams you will take next term. This may be the first time you take exams in the large exam halls so it will be worth taking the time to ensure you understand what will happen.

Hopefully, this booklet will prove informative and helpful for you and your parents. Please read it carefully and show it to your parents so that they are also aware of the examination regulations and the procedures to follow in the event of any problems occurring.

There are strict criteria which must be followed for the conduct of examinations and Hinchingsbrooke School is required to follow them precisely.

Some of the questions you may have are hopefully answered in this booklet. If there is anything you do not understand or any question that has not been addressed, PLEASE ASK YOUR TUTOR.

If you or your parents have any queries or need help or advice at any time before, during or after the examinations please contact:

The Examinations Officer- Mrs Grantham

The school telephone number is: 01480 375700 ext. 5706

In this booklet you will also find information about what will be on the exam for each of the subjects. You should use this to guide your revision.

Your class teachers will also give you some help and advice so that you can prepare as well as possible for each of the exams. Listen carefully and follow any advice given.

Remember – we are here to help.

Good Luck

Mr Milner
Head of Year 9



CONTACT DETAILS

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REVISION ADVICE

There are a number of different ways of revising. Below are some suggestions of different ways you might try.

Whichever you choose remember that with revision little and often is always the best advice.

Make sure you choose somewhere quiet to revise

The more active your revision the more likely it is to be successful- simply reading your exercise books is not a good way of preparing for exams.

It is a good idea to plan your revision to make sure you cover all the topics you need to.

It is tempting to concentrate on the areas you are already good. Don't forget that you also need to revise the topics you find more difficult or less interesting.

1. Writing out notes again and again to help remember facts and information
2. Reducing information into shorter notes to help remember facts and information
3. Writing out sample answers
4. Using mindmaps or diagrams to help remember facts and information
5. Putting important information on to audio tapes and playing this over and over again
6. Revising with friends or family
7. Using colour (coloured highlighters, for example) to help summarise and understand key points and to remember facts and information
8. Using memory triggers to help remember the key point
9. Using key words as the basis for understanding
10. Doing or writing revision quizzes



REVISION WEBSITES

We each learn in different ways. If you are someone who likes using ICT, there are many sites that could help you brush up your subject knowledge and prepare for exams. Below are some examples you might like to visit.

www.bbc.co.uk/schools/gcsebitesize

www.schoolsnet.com

www.s-cool.co.uk

www.revisionlink.co.uk

SAM LEARNING

What is it?

An on-line revision resource. (Self - Assessment and Marking)

What should it do?

Independent research has shown that it can help students improve their grades by two levels if used appropriately and in excess of 10 hours.

How do you access it?

Log on by using the following:

Centre ID: PE29HS

User ID: DDMMYY (Date of birth) followed by the first two initials of your name - no gap)

Password: Initial log on is as per the User ID and then change the password to your own (we recommend using the same password as your school password, as this is easier to remember)



EXAMINATION RULES

You will receive an individual timetable showing your own specific examinations with details of date, time and duration of the exam, venue and seat number. Check it carefully. If you think something is wrong see your teacher immediately.

You must check your individual timetable and see your teacher if you are unsure what to do.

EQUIPMENT

Make sure you have all the correct equipment before your examinations.

The Notice to Candidates is displayed on the Exam Notice-Board.

It is possible to purchase stationery from the Resource Centre for exams. A clear plastic pencil case, which contains pencils, pens etc. can be purchased for a nominal fee. It is also possible to purchase scientific calculators.

Please be aware it is an exam requirement that students write in black biro.

ATTENDANCE AT EXAMINATION

You must be on time for all examinations

For morning exams your tutor may escort you to the exam. For exams later in the day you must arrive immediately at the end of break or lunch. Please line up quietly outside your exam room until you are invited to enter by the examination invigilators.

If you arrive up to 10 minutes late for an examination you may still be admitted to the exam. However, if you are more than 10 minutes late you must go straight to the SSO office and await the presence of one of the examination team, having reported to the SSO office that you should be in an exam.

All items of equipment, pens, pencils, mathematical instruments, etc. should be visible to the invigilators at all times. You must either use a transparent pencil case or clear plastic bag.

Pens should be black ink or ballpoint only. Gel pens are not acceptable. No erasers or correction pens are allowed.

For Mathematics and Science exams, students should make sure their calculators conform to the examination regulations. If in doubt, check with your teacher.

Remove any covers or instructions and make sure batteries are new.
Please make sure that any watch alarms are turned off.

Do not attempt to communicate with or distract other candidates.

Examination regulations are very strict regarding items that may be taken into the examination room. If you break these rules you will be disqualified from the examination.



MOBILE TELEPHONES MUST BE SWITCHED OFF AND KEPT IN YOUR BAG AT THE BACK OF THE EXAMINATION ROOM.

If a mobile phone (or any other type of electronic communication or storage device) is found in your possession during an examination (even if it is turned off) it will be taken from you and a report made to a senior member of staff. No exceptions can be made. The school uses a mobile phone detection device in exams. It is a discreet device, which can be carried around in all of the exam rooms and its use will not be announced.

Should a phone/electronic device belonging to you be detected during any exam there will be serious consequences.

Water ONLY is allowed, provided it is in a clear plastic bottle and placed under the desk during the exam. All labels MUST be moved prior to bringing the bottle into the exam room.

Please do not write on examination desks. This is regarded as vandalism and you will be asked to pay for any damage. Checks are made on all desks both before and after any exam.

Do not draw graffiti or write offensive comments on examination papers – if you do the school will refuse to accept your paper, resulting in a zero mark.

Check you have the correct question paper

Read all instructions carefully and write your answers clearly

At the end of the examination all work must be handed in – remember to cross out any rough work. If you have used more than one answer book or loose sheets of paper ask for a tag to fasten them together in the correct order. Please ensure your name and candidate number is clearly written on all additional paper.

Invigilators will collect your exam papers before you leave the room. Absolute silence must be maintained during this time. Remember you are still under examination conditions until you have left the room. Communication during this time is still considered malpractice and has to be reported.

Please remain seated in silence until told to leave the examination room. Please leave the room in silence and show consideration for other candidates who may still be working.

If the fire alarm sounds during an examination the examination invigilators will tell you what to do.

Don't panic. If you have to evacuate the room you will be asked to leave in silence and in the order in which you are sitting. You will be escorted to a designated assembly point.

Leave everything on your desk.

You must not attempt to communicate with anyone else during the evacuation.

When you return to the exam room do not start writing until the invigilator tells you to. Communication during a fire alarm is treated as Malpractice.



INVIGILATORS

The school employs external invigilators to conduct the examinations. Students are expected to behave in a respectful manner towards all invigilators and follow their instructions at all times.

Invigilators are in the examination rooms to supervise the conduct of the examination. They will distribute and collect the examination papers, tell students when to start and finish the examination, hand out extra writing paper if required and deal with any problems that occur during the examination, for example if a student is feeling ill.

Please note that invigilators cannot discuss the examination paper with you, explain the questions or give any advice at all.

If you are disruptive or behave in an unacceptable manner you will be removed from the examination room by the Exams Officer and members of the Senior Leadership Team.

ABSENCE FROM EXAMINATIONS

If you experience difficulties during the examination period (e.g. illness, injury or personal problems) your parents should inform the attendance team at the earliest possible opportunity, stating that you are due to sit an exam. If you miss an exam then you will need to take this at a later date.

Please note that misreading the timetable will not be accepted as a satisfactory explanation of absence.

Ensure you look carefully at the times e.g. 1.15 may refer to the time or length of the exam.

Please ensure you look at your own personal timetable only and do not rely on friends or peers as they may be sitting their exam in a different place.

EXAM INFORMATION

- Remember to be prompt arriving to your exam.
- All mobile phones must be turned off and in your bags.
- Please remove all labels from water bottles.
- Bring all stationery required for your exam in a clear pencil case.
- **REMEMBER TO BRING BLACK PENS**

Good Luck Year 9



5 TOP TIPS FOR SUCCESS

1. Be on time for all exams

It is always better if you arrive promptly and calmly for an exam.

Being agitated because you have had to run to avoid being late will not help you perform to your best

2. Make sure you bring all your equipment

There is nothing worse than sitting down to an exam and realising you need a calculator or protractor and you haven't got one

Your teachers will make sure you know what you need.

You need to make sure you bring it

3. Have a good breakfast

A car won't run without fuel - and neither will you.

A good breakfast will provide you with the energy you need to think about the questions and succeed

4. Have a good night's sleep

Exams can be a nerve racking time. But your brain simply won't function well without sleep. Go to bed at a reasonable time, sleep well and you will do better.

Remember the best way to reduce exam nerves is to prepare well in advance

5. Make sure you are fully prepared for the exam

You don't get good at doing anything by only doing it once. Excellence takes practice and doing well in exams is no different

Make sure you know what is going to be on the exams and plan to revise fully before the exams. A sports person wouldn't only train the night before an event - and you can't revise only the night before either!



Mathematics Examinations – April 2014

Examination:

Your Year 9 Assessment will be made of two exams, each of 1 hour.

These will be:

- Paper 1 – Non- Calculator
- Paper 2 – Calculator

Each assessment will be based on either:

- Levels 4 – 6
- Levels 5 – 7
- Levels 6 – 8

You have been entered for the one most appropriate for your ability.

Equipment:

You will need to make sure you have all the appropriate equipment with you for your exam. This should include:

- Black Pens
- Pencil
- Scientific calculator
- Protractor
- Compass
- Ruler

Topics

There are 4 areas of maths that will be tested

Numbers – Multiples, Factors, Primes, LCF & HCF, Fractions, Percentages, Significant Figures & Rounding, Decimal Places, Accuracy, Simple & Compound Interest, Ratios, Standard Index Form, Squares, Cubes & Powers, Negative Numbers, BIDMAS

Algebra – Simple Expressions, Basic Algebra, Multiplying, Expanding Single & Double Brackets, Powers & Indices, Factorising, Indices Laws, Number Patterns, Substitution, Formulae, Equations, Rearranging Formula, Converting Hours to Minutes and vice versa, Inequalities, Graphs, Simultaneous Equations.

Geometry – Polygons, Angles, Bearings, Reflections, Area, Perimeter, Circumference and Area of a Circle, Conversions, Volume, Dimensions, Pythagoras Theorem, Trigonometry, Converting Metric to Imperial vice versa, Symmetry, Congruency.

Data Handling – Probability, Line Graphs, Frequency Polygons, Pie Charts, Averages, Mean, Median, Mode, Range, Frequency & Grouped Data.

Revision:

You may want to use the following website to help you with your revision:

<http://www.hinchingbrookeschool.co.uk/maths/maths%20website.swf>

If asked, the user name = *mathswatch* and password = *maths2012*

www.mymaths.co.uk user name = *hinchingbrooke* and password = *tiger*

You should know your own password for the “My Portal” login – if not, ask your teacher.



English Exam – April 2014

The English exams consist of 2 separate exams, both of which are one hour long.

29th April: Paper 1 – The Reading Paper

1st May: Paper 2 – The Writing Paper

The Reading Paper

In this exam, students will be asked to analyse an extract from a novel that they have studied this year. This will be either 'Of Mice and Men' or 'Animal Farm'. Students will be given a question about an extract of about a page long from the novel. The question will ask students to analyse either a theme or character and discuss how the author has used language in the extract. Students must only answer on one text and this will be the novel that they have studied with their teacher this academic year. They have one hour to write their response.

Students will be assessed on their use of quotations to support points and the development on their explanations and quality of language analysis.

The Writing Paper

In this exam, students will have a choice of 2 writing tasks and should answer one of them. The tasks will ask students to either complete a discursive, argumentative, persuasive or creative piece of writing. Students will be expected to plan and there are marks available for the quality of planning.

Students will be assessed on the imaginative content of their writing, the structure, their use of sentence types and length as well as what punctuation they employ and how much they use a varied and extensive vocabulary.

Assessment

Students will be assessed and will be awarded an overall level from both the Reading and Writing levels awarded for each paper.

Equipment

Students will need to write in black biro in the exam. They need no other equipment.

Revision:

You may want to use the following website to help you with your revision:

<http://www.bbc.co.uk/bitesize/ks3/english/>

http://www.bbc.co.uk/schools/gcsebitesize/english_literature/prosemicemen/ (for 'Of Mice and Men')

http://www.bbc.co.uk/schools/gcsebitesize/english_literature/proseanimalfarm/ (of 'Animal Farm')

<https://www.samlearning.com/>



Geography

The exam lasts **one** hour.

All questions need to be answered.

It will test the **first three units** done in Year 9: development, population and global issues.

Students should **develop answers fully** to prove their understanding.

You will need a **pen** and a **ruler**. You may use a calculator.

The units are:

Development

1. What is development?
2. Why are some countries rich, whilst others are poor?
3. How does development in one African country compare to development in the UK?

Population

1. Why and where is the world's population growing?
2. What are the impacts of population growth?
3. How can population growth be addressed (and should it)?
4. How does migration affect countries?

Globalisation

1. How and why is our world getting 'smaller'?
2. How are we connected to other people around the world?
3. What are the impacts of globalisation?
4. How can we manage these impacts?

More detail about the three units and links to articles and activities can be found on the geography webpage: <http://www.hinchingbrookeschool.co.uk/geography/year9.html>





Year 9 Languages Exams

Whether you study French, German or Spanish you will have a one hour exam in Reading and Writing which will cover a range of the topics covered this year in lessons. The exam will have some texts for you to read with a number of different questions to answer on each. The type of exercise is similar to the ones in your textbooks. The writing task will be given to you before so that you can prepare in advance. In order to gain a high level you need to make your writing varied and interesting using adjectives and giving your opinion with reasons.

Try to include present past and future tenses.



History Year 9 Exam Preparation

Students will be answering three stepped questions based around a combination of the National Curriculum causation concept and the History GCSE style questions to found in both the SHP and Modern World options your son/daughter will be choosing between for Key Stage Four.

Describe...

(Students will need to describe four facts about a chosen event)

Explain why...

(Students will need to explain at least two separate reasons making use of connectives to build analysis)

Debate an issue...

(Students will need to weigh up competing arguments providing specific evidence in support of these and come to an overall conclusion)

The content for the exam will mostly be covered in lessons and in addition their spring term homework project will support your son/daughter in their preparation. The focus of the exam will be the **causes of the First World War**. They will be required to weigh up a variety of causes and come to a conclusion as to which cause they believe was the most important. This will test both their subject knowledge and causal reasoning.

In order to answer the questions they will need to understand some of the following issues. They will not however have covered these until much nearer the exam.

- **The alliance system.**
- **The arms race.**
- **The assassination of Archduke Franz Ferdinand.**
- **Imperialism.**

Although the students will be covering this in more than sufficient detail in class you may wish to complement this by watching/reading Andrew Marr's History of Britain which covers the build-up to the First World War very well.

BBC History is always a good website for revision and although not aimed at this level the GCSE bitesize does cover this period quite effectively.





Year 9 Science Exam Preparation

Year 9 Science Exams

Each exam is one hour long and will cover the following content of the GCSE content.

Biology

The content of the Biology exam covers the following specification points from the AQA Science specification

B1.1 Keeping healthy

B1.1.1 Diet and exercise

B1.1.2 How our bodies defend themselves against infectious diseases

Chemistry

The content of the Chemistry exam covers the following specification points from the AQA Science specification:

C1.1 The fundamental ideas in chemistry

C1.1.1 Atoms

C1.1.2 The periodic table

C1.1.3 Chemical reactions

C1.2 Limestone and building materials

C1.2.1 Calcium carbonate

Physics

The content of the Physics exam covers the following specification points from the AQA Science specification:

P1.1 The transfer of energy by heating processes and the factors that affect the rate at which that energy is transferred

P1.1.1 Infrared radiation

P1.1.2 Kinetic theory

P1.1.3 Energy transfer by heating

P1.1.4 Heating and insulating buildings

Copies of the full specification can be found on the AQA website <http://filestore.aqa.org.uk/subjects/AQA-4405-W-SP-14.PDF> . Revision resources can be found on SAM learning and BBC Bitesize if the students look for GCSE AQA Core Science <http://www.bbc.co.uk/schools/gcsebitesize/science/aqa/>



Year 9 Exam Timetable

Monday 28 April	Maths Paper 1	Break	French	Lunch	Physics
Tuesday 29 April	English	Break	Biology	Lunch	No Exams
Wednesday 30 April	Chemistry	Break	Geography	Lunch	No Exams
Thursday 1 May	History	Break	English	Lunch	Spanish
Friday 2 May	Maths Paper 2	Break	German	Lunch	No Exams



Date	Periods 1 & 2	Break	Periods 3 & 4	Lunch	Period 5
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