



# STA Interim Assessments Guidelines 2023



↑  
STA Senior  
Phase page

**Please read the following guidance very carefully and see your Year Head if you have any questions.**

Prelim Assessments begin on **Monday 4<sup>th</sup> December 2023** and finish on **Wednesday 20<sup>th</sup> December 2023**. You will be on study leave for the duration of the Prelim Assessment timetable and should follow the advice given to you from Mr Houston regarding study planning during this time. Some practical exams and performances may take place week beginning the 27<sup>th</sup> of November- your class teacher will let you know if you need to attend as assessment during this week.

*Please check the Interim Assessment timetable carefully and take a note of the **dates, times and location** of each of your Interim Assessments. Make sure you know which **level** you should be sitting in each subject for your Interim Assessments – **Higher, National 5, National 4 or National 3.***

- ◆ You **must** attend each Interim Assessment!
- ◆ You **must** be on time! You must be in the social area **at least 30 minutes before the start time of each exam.**
- ◆ If you are late for your exam, the invigilators may not allow you into the exam hall to sit your exam
- ◆ You **must** be in **full school uniform**
- ◆ You can use the school bus or public service buses to get to school
- ◆ Use the bathroom before your exam!
- ◆ Be aware that there may be **more than one** paper or part of the exam for each subject
- ◆ Have all the **equipment** you need including pens, pencils, rulers, calculators, protractors etc
- ◆ Check the seating plans in the social area when you arrive – you **must** sit in the correct gym in your allocated seat!
- ◆ Go to the allocated gym hall / classroom / location when instructed to do so
- ◆ You must be absolutely silent when you enter the exam hall and go to your allocated seat
- ◆ All bags and jackets must be left at the front of the exam hall
- ◆ Do your best to answer all the questions – make sure you check the back pages to ensure you have attempted all questions. Check over your answers carefully.
- ◆ If you finish your exam before the end of the allocated time, you must use the time to check over your answers. You must remain in the exam room until the end of the allocated time.
- ◆ Please be quiet when leaving the exam halls/ rooms as other pupils may still be doing exams

**In particular, you MUST ensure that the following items are switched OFF and put in envelopes provided before the start of each Interim Assessment: Mobile phone; Smart watch; Air pods / Headphones; iPad (these should be switched off and left in your bag including any alarms and notifications).**

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## **Additional Assessment Arrangements**

If you are entitled to Additional Arrangements, please **to Ms Power at least 20 minutes before the start time of your exam to be registered.**

- ◆ The start times of your exams may be different to the Interim Assessment master timetable- go with the times issued by Miss Power.
- ◆ If you are entitled to separate accommodation, the location of each paper may be different- please check this carefully on the seating plans in the social area!
- ◆ If you are entitled to Extra Time, please change the pen/ font you are using to indicate when the Extra Time started. This helps us to plan for your final SQA exams.

## **REMINDER**

You must take responsibility for ensuring the invigilator is in no doubt that you have not looked at anyone else's work during the assessment. You must also ensure that you do not use rude, abusive or offensive words or images in any of your work, or that your work does not refer to anything inappropriate.

## **What happens after the Prelim Assessments?**

Prelim Assessments will be marked and then crossed marked. All seniors will receive their Interim Assessment tracking report in January 2024.

\*The interim assessment timetables do not include the Advanced Highers studied by S6 students at Jordanhill or at Glasgow Caledonian University Hub this session.

**Do your best – it's part of your learning journey, not the destination!**

