

## NOTICE TO CANDIDATES

for tests on paper



This notice has been written to help you. Your teacher will read it with you.

- ✓ Things you must do BEFORE THE DAY of your test...
  - ✓ Ask your teacher what you must bring with you for writing the test
  - ✓ Make sure you know the right time and the room to go to for the test
- ✓ Things you must do ON THE DAY of your test...
  - ✓ **Listen carefully** to the person who tells you what to do
  - ✓ If you have a phone or anything else electronic with you, you must switch it off and give it to this person (they will give it back to you at the end of the test)
  - ✓ If you do not have pencils or a test paper tell that person
  - ✓ If you do not feel well or have to go to the toilet raise your hand and tell that person
  - ✓ Write your name on the front of the test paper when you are told to
  - ✓ Ask any questions you have before the test starts
  - ✓ Stop writing and put your pen or pencil down when you are told to
  - X Things you must not do ON THE DAY of your test...
- **X** Do not keep your mobile phone or anything else electronic with you
- **X** Do not keep or use a dictionary or spell-checker
- **X** Do not take notes to your desk or have them on you
- **X** Do not make a noise outside or inside the test room
- **X** Do not take food or drink into the room (except plain water in a plastic bottle if you are allowed)
- X Do not talk to other children or ask anyone to tell you the answers to the test
- **X** Do not copy answers from anyone
- **X** Do not help anyone with their answers
- **X** Do not take any test papers out of the room

A COPY OF THIS NOTICE MUST BE DISPLAYED INSIDE/OUTSIDE EACH EXAMINATION ROOM