

Dear Pupil and Parent/Guardian

Prelim Exams

S4-6 Prelim Exams will start on Wednesday 10 January 2018 and finish on Saturday 20 January 2018.

Please check your Prelim Timetable (attached) for details of time and location of exams. Make sure you arrive for your exam in plenty of time.

Please read the following important points carefully:

- **Pupils will be given study leave from Wednesday 10 January until Friday 19 January 2018 inclusive and need only attend school should they have a scheduled exam.**
- **Please ensure that if you are going to be absent from school for a prelim, a parent/guardian should phone the school to let them know.**
- **Pupils must wear Uniform whenever they are in school during study leave and when they have an exam.**
- **Pupils are encouraged to come into School to study in class or use the Library.**

The purpose of study leave is to allow you to study for your exams so that you can do your best. During the period of study leave, students may study at home or in school. When you are in school during the study leave period, you are expected to show consideration to all other members of the school community. Remember that most pupils are working as normal.

Homework

Homework is given out at least once per week. Please can I remind you that completing homework and handing it in on time will help you to identify areas of strength and development needs which in turn will help to improve your assessment/exam performance.

Past Papers

As well as homework, pupils should be studying at home in preparation for their Prelims. Here is the link to a Study Plan app for your phone which is useful for organising your time:

<http://www.sqa.org.uk/sqa/46005.html>

One of the best ways to prepare for an exam is to work through Past Papers. Here is the link to Past Papers in the SQA website:

<http://www.sqa.org.uk/pastpapers/findpastpaper.htm>

Many pupils will be sitting new CfE qualifications eg National 5. In the above website please click on the **Specimen Paper link** and you will find sample papers to work through.

Supported Study

There is an extensive Supported Study timetable on offer at Govan High School. This gives pupils the opportunity to work in small groups with their teacher to go over exam technique and to get help with any areas of a course they are finding challenging.

Support from Home

Parents/Guardians can help by:

- Ensuring as close to full attendance as possible and make sure work is caught up with following any absence
- Checking homework
- Ensuring that time is available for study
- Providing a quiet working environment
- Checking deadline dates and Prelim dates, times etc
- Encouraging your child to go to Supported Study

Prelim Arrangements

Please note particularly:

- You must not take any potentially distracting items into the exam, e.g. mobile phone, mp3 player. This is an SQA requirement, and, if ignored, may result in all your exams being declared void.

When you have an exam you should:

- Check Prelim Timetable for time and location of your exams
- Have a good sleep and eat some breakfast
- Be in school uniform
- Arrive at the exam room in good time to be settled and ready to start on time
- Make sure you have the necessary equipment - pens, calculators etc.
- Work quietly without distracting anyone else
- Avoid distracting others by taking food or fizzy drinks into an exam
- Quietly check your answers if you finish early - remember that others are still working
- Remain in the exam room until the invigilator gives you permission to leave

After your exam you should:

- Take a break if you intend to study in school
- Make sure you do not disturb anyone else during your break
- Always remember that other people are still working

If you do not intend to study in school, then you should quietly leave after the exam.

We would like to wish you the very best in your exams.

Yours sincerely

Mrs S Kerr
Depute Head Teacher