

FSL Internal Exams - November 2024

Year 9 Timetable and Guidance

To pupils in Year 9:

The arrangements for the Winter exams are detailed below. Read the document carefully then speak with your collect teacher, or email Dr. Glassey, if you have any questions or concerns.

A. Exam Timetable

Wednesday 27 November		
Session	Time	Subject (Time)
AM1	8.45	Chemistry (45)
BREAK	10.25-10.40	Dining Hall
AM2	10.45	Home Economics (45)

Thursday 28 November		
Session	Time	Subject (Time)
AM1	8.45	Religious Studies (45)
BREAK	10.25-10.40	Dining Hall
AM2	10.45	German/Spanish Reading (25) and Writing (25)

Friday 29 November		
Session	Time	Subject (Time)
AM1	8.45	English (60)
BREAK	10.25-10.40	Dining Hall
AM2	10.45	Geography (60)
LUNCH	12.30-1.10	Dining Hall
PM	1.15	Biology (45)

Monday 2 December		
Session	Time	Subject (Time)
AM1	8.45	Mathematics (60)
BREAK	10.25-10.40	Dining Hall
AM2	10.45	French Reading (30) and Writing (30)

Tuesday 3 December		
Session	Time	Subject (Time)
AM1	8.45	Technology (45)
BREAK	10.25-10.40	Dining Hall
AM2	10.45	History (60)

Wednesday 4 December		
Session	Time	Subject (Time)
AM1	8.45	Physics (45)
BREAK	10.25-10.40	Dining Hall
AM2	10.45	Information Technology (45)

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B. Schedule

- You are required to attend the AM1 and AM2 sessions each day and should bring appropriate revision materials if no exam is scheduled.
- AM1 exams, including those for pupils with extra time, finish five minutes **before the end** of the session. You should bring revision materials if there is time to revise before an exam.
- Food will be available for purchase in the Dining Hall during break time.
- You may use the Assembly Hall at break time.
- AM2 exams, including those for pupils with extra time, finish five minutes **before the end** of the session. You should bring revision materials if there is time to revise before an exam.
- The AM2 session ends at 12.30 pm and lunch is available in the Dining Hall from 12.30-1.10 pm for those who require it.
- The PM session begins at 1.15 pm and ends at 2.30 pm.
- PM exams, including those for pupils with extra time, finish five minutes **before the end** of the session.
- Pupils may leave school at the end of the PM session, or remain to revise in the Study Room (M1) until 3.30 pm.

C. Rooms

- Year 9 will be seated with Year 10 in the following rooms:

Collect	9A	9B	9C	9D	9E	9F
Room	W1 W2	W11 W12	W21 W22	M3 M4	M13 M14	M16 W25

- Collect teachers will assign pupils to rooms before the exams begin.
- Mr. Cunningham will confirm any accommodations that have been put in place (extra time, special chair, etc.) before the exam period begins.
- Mrs. Blakeman will advise classes of the arrangements for the Music exam.
- The Library will be closed during the exam period.

D. Regulations

- All mobile devices should be turned off and left in schoolbags.
- Schoolbags should be left at the front of the exam room.
- Only see-through pencil cases are permitted on desks.

E. Absence

- If you anticipate an absence during the exam period**, the absence must be approved by the Principal before exams can be rescheduled.
- To reschedule missed exams use your school email account to contact Dr Glassey by sending email to internalexams@friends.lisburn.ni.sch.uk. Include your name, collect, and a brief description of the situation.
- Dr Glassey will then reply with an access code that will allow you to reschedule exams by completing the form at <https://wglassey.me.uk/fslexams/reschedule/yr9.htm>.

Details of rescheduled exams will then be sent to your school (C2K) email account.

Scan this QR code to access the form

