

All students should be in their places in the examination hall BEFORE 8:50 am (unless they have no exams before lunch) and 1:15pm.

## Students will not be allowed to take their places if they arrive late.

Please ensure that you check start times for all afternoon exams and be in your place in good time for each exam.

No communication with other students is permitted once any students have commenced an exam. Students who attempt to copy will have their papers cancelled and be subject to disciplinary action.

Please make sure you have all the equipment you need with you e.g. calculators, pens, pencils, rulers...etc.

If you have a question or request for more paper etc, please raise your hand and the supervising teacher will come to you. Do not leave your desk at any stage.

If you do not have an exam you can study in your place in the centre. If you choose to study at home for any free exam you must have a note from your parents/guardians.

No student may leave the exam hall before the end of an exam. Please take a book/notes with you at the start of any exam where you may have time to study when your paper is finished.

## No Mobile Phones may be visible or on or used in any way during Exams. Penalty 20 Euro and confiscation for 7 days. No Exceptions

Only in exceptional circumstances will any student be allowed to the toilet. Only the 'Teacher in Charge' may give permission to leave the examination hall for any reason. No food is allowed into rooms - water only is permitted

Please do not write on your desk or name label.

Please wait at the end of each exam until all papers have been collected before leaving your desk.

Thank you for your cooperation and the best of luck in your exams