

Welcome to



Glenlola Collegiate School

IMPORTANT

Rules

&

Instructions

WHAT TO BRING

ADMISSION CARD

2 SHARP PENCILS

A RUBBER

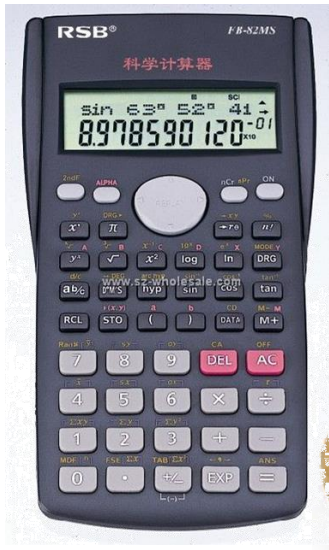
POCKET TISSUES



**NAME**  
**CANDIDATE NO.**



# WHAT NOT TO BRING





IN CASE OF A FIRE ALARM.



Stay seated

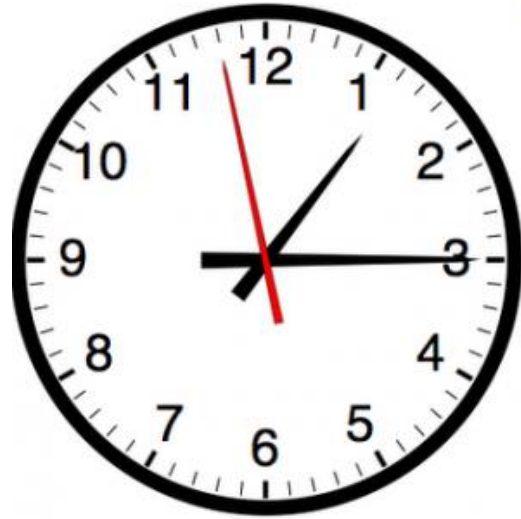
Remain calm

Listen to the instructions



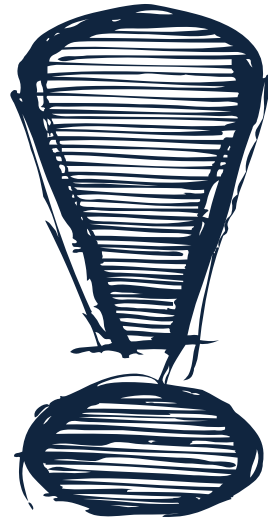
Look out for these  
emergency exit signs

WHERE IS THE CLOCK?



BE CAREFUL NOT TO RUN OUT OF TIME

YOU WILL HAVE 1 HOUR



The invigilator will now  
read you a statement



# THIS ANNOUNCEMENT WILL BE READ TO YOU

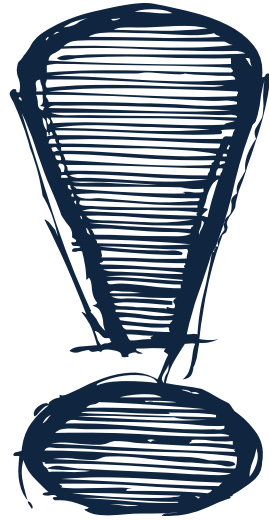
When you are writing out your answer on the assessment paper, do so in your normal writing, making it as neat as possible.

You must not give any help to another pupil and

you must not copy from another pupil.  
**LISTEN CAREFULLY**  
Make sure that you do not turn over two pages at once.

If you are making any changes to your answers, try to do so as neatly as possible.

If you wish to attract my attention, you should raise your hand.



The following statement  
will be read to you  
just before you start  
the exam

# **LISTEN CAREFULLY**

**You should work as carefully as you can. I am not able to answer any questions or give you any help during the test. If you think that there is a mistake on the paper, if the print is not clear or if there may be a page missing, you should raise your hand and I shall come to you. You must not talk during the assessment. You may turn the page over and start. I wish you all the best”.**



A BELL WILL RING AT  
10.00AM  
AND YOU WILL BEGIN  
YOU WILL BE REMINDED  
EVERY 15 MINUTES





AT 11.00 AM A BELL WILL RING  
AND YOU MUST STOP WRITING  
IMMEDIATELY

The following statement  
will then be read to you

**“The assessment has now finished.  
Please put down your pencils and  
rubbers and sit without talking.  
Please put any extra sheets into  
your assessment booklet and close  
the booklet.  
Please continue to sit quietly until  
all the assessment papers are  
collected.”**

WHEN LEAVING  
REMEMBER TO TAKE WITH YOU



ADMISSION CARD  
PENCILS  
RUBBER  
AND TISSUES



**Welcoming the P7 children and ensuring  
each one is well settled**

**Letting each child see their room, their seat and  
meeting the invigilator and support staff**

**Familiarity = Comfort**



# Medical Support

**Please ring the Office and advise  
us of any LAST MINUTE medical  
conditions**



# Dates Of Assessments

- 09 November
- 23 November
- 30 November



# Before Each Assessment

- No late nights before each Saturday
- Importance of breakfast
- Have everything ready on Friday evening
- School Uniform preferable
- Allow good time for journey to **Glenlola**

**Collegiate**



# Drop Off Arrangements at School

- Use **Valentine Road** only
- By car – parking outside School and then use pedestrian gate
- If mobility is an issue, vehicles enter by Valentine Road main gate and drivers follow instructions





# On the Assessment Day

- **All P7 children to be inside School building by 9.30am using the main entrance**
- **Avoid being late or rushed**
- **Pupil to say if they have extra time**
- **Keep calm to avoid pupil stress**



# Safety and Security

- **No parent vehicles permitted to remain in School grounds**
- **Main gates will be closed but will be manned from 10.00am – 11.00am**
- **Children will receive evacuation briefing from invigilators**



# Collection of P7 Children

- **After 11.00am vehicle gates will be opened and parents may park in School grounds for collecting their children**
- **Strongly advise drivers to consider parking outside School grounds and proceeding on foot to Assembly Hall**



# Final Words

- **Please assist us as much as possible to ensure that arrangements go smoothly on each Saturday**
- **Please plan ahead**
- **Very good wishes to all involved in the Assessments – parents especially!**

