

A Student's Guide to sitting the Entrance Exam at Crossley Heath School

It's great that you are going to sit the entrance exam but you may have a few questions and even a few nerves. Don't worry, this is only natural! Hopefully, the information below will help...

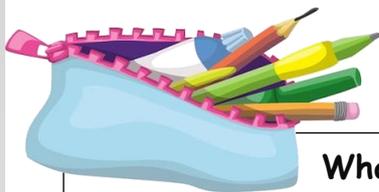
Where do I go on the day?

You will get a letter by Monday 14th September which will give you your candidate number and tell you where to go on the day. Once you are dropped off at the main reception, you go into the main hall, head to the far end and queue up at the desk which has a sign for the first letter of your last name. We have a team of 6th formers and staff who will be there to help you get registered and show you where you will take the tests, they will even make sure you get to the right room.



What is the room like?

We try to make this the same for all of you sitting the test, so we use our normal teaching classrooms and a few other small rooms in the schools. The desks will be set out in the room. This is to help you to concentrate and make sure no one can see each other's work. There will be a clock at the front of the room to help you keep an eye on the time. In the room, there will be an adult there to manage the exam and a 6th former who we can use as a 'runner' - although they don't literally run, they are sometimes needed to pass on messages between rooms or to the main office.



What do I need to bring with me?

You need to bring two HB pencils, a rubber and a ruler. These need to be held in your hand - this is not the time to show off your super new pencil case. If you drop / snap a pencil, then that is why you need a spare. There will be a few spares in the rooms too but you don't want to waste time changing writing equipment.

What happens at the start of each test?

There will be clear instructions from the teacher at the start of the test (yes - we even have it written down as a script, so we all say the same thing!). You will be reminded about how to behave in an exam and told what to do if you need help. You will also be reminded to put your name and candidate number on the test papers (this number will be on your desk in the exam room). When it is the time to start, you will be told. Then it is up to you!



Can I use a dictionary or calculator?

We're afraid that you can't use dictionaries, thesauruses or calculators in these tests. We want to know how good your vocabulary and spelling are at this point in time. Same goes for a calculator.



What about my mobile phone?

All electronics will need to be switched off (not on silent!) and handed in at the front of the room. Don't worry, you'll get it back at the end! If possible, it is better not to bring mobiles or smart watches.

How long are the tests?

If you are doing these in the standard time given, then the test timings are usually as below:

- 9:30am English Reading and writing (30 mins)
- 10:45am BREAK (a drink and biscuit will be provided)
- 11:00 - 11:10am Back to rooms
- 11:10am Mathematics (30 mins)
- 11:45am Toilet break
- 11:55am Verbal reasoning (30 mins)



What if I need the toilet?

We do build in toilet breaks between tests because you want to avoid leaving the room to go to the toilet, as you will lose time and we can't add it on at the end. If you do really need the toilet, you can put your hand up and you will be taken.



What if I have a question?

You probably have lots of questions but if you have a question during the test itself, please really think about whether you really need to ask it. If you do, then put your hand up and ask the teacher. It is really important to do this test in exam conditions and you want to focus on the tasks rather than ask questions that might lose you time. Remember, if you are stuck, move onto the next question.



What if I am ill?

If you are unwell on the day, your parents can let the school office know (best to contact the school you are due to sit the test at). There will be a chance to sit the entrance exam a couple of weeks later. If you are unwell on the day, then please let the adults in the room know as soon as possible and they will take it from there.





Will I get extra time if I am usually entitled to it?

Yes, of course! If you are entitled to extra time (or enlarged / coloured paper) for tests at your primary school, then your parents will have notified us of this when they registered you for the test. We then contact your school and work with them to make sure that the arrangements for you are right.



What do I do if there is a fire alarm?

That is easy - you will be with an adult at all times, so follow the instructions that the adult in charge gives you, leaving the building in silence and assembling on the Moor (if at Crossley Heath) as instructed.



I have big handwriting!

That's fine - we will have some spare paper and will make sure we hand this out if you need it. Just remember to put your name and number on each sheet.



And when it is over?

Phew - breathe a sigh of relief and congratulate yourself! Once all the papers are collected, you will be taken to the collection point to meet the person who is collecting you. Our teachers will stay with you until you are collected. You cannot leave the school site until we can see that you are with the person who is collecting you. If you can't see the person who is collecting you, don't worry, there are lots of children waiting to be collected, so just wait by the collection point with the teachers who will stay with you.

These instructions will all be confirmed nearer the time as sometimes we have to adjust our plans because of the lovely Yorkshire weather!

If you do have any other questions, check out the FAQs on the school websites and if you are still unsure, then get in touch at:

admin@crossleyheath.org.uk

or

mail@nhgs.co.uk