

South Wilts Grammar School for Girls



Stratford Road, Salisbury, Wiltshire, SP1 3JJ
Company Registered Number: 07451741
VAT No: 114 6429 30

Email head@swgs.wilts.sch.uk
Tel 01722 323326 Fax 01722 320703

Headteacher Michele Chilcott BSc MA **Deputy Headteacher** Carolyn Stammers BA MA

August 2017

To parent(s) / carer(s) who have registered their daughter(s) to take the 11+ test by the stated deadline of Friday 1st September 2017

(a copy of this letter will be sent in the post to you a week before the test **with your room card**)

11+ EXAMINATION : Saturday 23rd September 2017 – Test Arrangements

- 8.30am – 8.45am** Girls will be met by South Wilts Grammar School (SWGS) staff and will be taken to their exam room by SWGS students. Arrival is at the main school gate* or rear entrance near Leisure Centre ⊕ (see map). The entrance to use will be on the room card that will be enclosed with the hard copy letter that will be sent to you in the post. See also additional notes on arrival below.
- 9.05am** Instructions on Maths paper read out
- 9.10am** GL Assessment Maths paper - 50 questions in 50 minutes
- 10.00am** Break - Please would girls bring their own snack and drink. Toilet facilities will be available.
- 10.20am** Instructions on English paper read out
- 10.25am** GL Assessment English paper 56 questions in 45 minutes
- 11.10am** Break - Please would girls bring their own snack and drink. Toilet facilities will be available.
- 11.25am** Instructions on Verbal Reasoning (VR) paper read out
- 11.30am** GL Assessment VR paper 80 questions in 50 minutes
- 12.20pm – 12.30pm** Girls leave. Parents are asked to wait outside the school gate.

Please ensure your daughter knows from which entrance she will be collected (this information will be on the room card which you will receive in the post a week before the test itself).



ARRIVALS

Girls will be met at the main school entrance in Stratford Road* or the rear entrance near the Leisure Centre ⊕ (see map) as indicated on the room card. They will be escorted to the appropriate examination room by staff and students. We ask that parents do not come on to the school premises - the girls will settle more quickly without you! Try not to arrive too early as the girls get nervous waiting around. Any urgent message for the examination invigilator e.g. asthma inhalers etc. may be left with a member of staff at the gate.

**PLEASE BRING THE ROOM CARD WITH YOU TO ENSURE
QUICK CHECKING IN - IT MAY BE COLD!**

DEPARTURES

For safety and security reasons we expect that every child will be met. Parents will not be allowed into the school in order to minimise noise and disruption to the candidates. Parents should wait at the entrance to which they delivered their daughter where staff will return her between 12.20pm and 12.30pm. **Please ensure your daughter knows from which entrance she will be collected.**

EQUIPMENT

Please bring two HB pencils, a pencil sharpener, ruler and a pencil eraser in a clear polythene bag. A limited amount of spare equipment will be available in all examination rooms. Girls must not bring calculators or dictionaries.

EXAM STATIONERY

Please note that girls are given a separate question paper and answer sheet for each section of the test. Rough working should be written on the question paper – no blank paper is given out. Answers must be transcribed by students onto the answer sheets during the allotted time. These instructions will be given to students at the start of each section.

DRESS

Girls are not required to wear school uniform. Cloakrooms will be available for coats or they can be put on the back of their chairs.

CLOTHING

Outside temperatures could be low if it is a wet day, and although the school makes every effort to keep the exam rooms warm, those girls who may feel the cold are advised to come wearing suitable clothing.

MOBILE TELEPHONES

We would prefer that your daughter does **not** bring a mobile phone with her on the day. If she does, she will be asked to switch it off and hand it in to the invigilator for the duration of the tests.

MASCOTS

No mascots on deskplease!

SNACKS AND WATER BOTTLES

No eating during the tests. Should a girl need to suck a cough sweet then she should tell the member of staff in the examination room. Girls should bring a bottle of drink but **all labels must be removed.**

MEDICAL

Medical facilities will be available if any girl is unwell during the tests.

LATECOMERS

If you are unavoidably delayed, please do not worry. A special test room will be available and we will accommodate your daughter when you arrive. Your daughter will be allowed the full amount of time allotted to do the test. Report to Reception on arrival. If possible, please telephone the school to let us know you are on your way (01722 323326).



NON ATTENDANCE

If your daughter is unwell on the day and unable to sit the test, please inform South Wilts Grammar School (01722 323326) and we will register her for the later sitting on Friday 29th September 2017.

OTHER EMERGENCIES

The School Office will be staffed during the morning (01722 323326).

SEATING

Girls will be seated alphabetically.

CAR PARKING

There is no car parking available on the school site. Please allow enough time to park and walk to the school. It would be helpful if one parent could bring several girls.

INVIGILATION

The tests will be supervised by trained staff. If your daughter should need anything during the test she should remain in her seat and put up her hand. There will be silence during the tests.

CLOCKS AND WATCHES

There will be clocks in all examination rooms and all students will be expected to follow the time prompts given by the invigilator in their particular room. Students wearing a watch should not rely upon their own time-keeping. Watches must only be worn on the proviso that (a) the students adhere to the ***invigilator's*** precise timings and (b) the watch does not contravene exam regulations (for example: all smartwatches are prohibited during examinations).

RESULTS

A letter with the 11+ test scores will be posted out on Monday 9th October 2017 in time for parents to complete and return the Secondary Application Form for their Local Authority, the deadline for which is 31st October 2017 for Wiltshire, Hampshire and Dorset residents. This will give details of the test score and whether the student has met the required standard (and is therefore "eligible" for admission).

I hope this will answer any queries you have. Please contact me if there are any difficulties.

Yours sincerely,

Mr J Evans
Admissions Officer



