

**A few suggestions to bear in mind when preparing for exams or tests :**

- **No late nights [preferably in bed by 20h30 (Grades 4&5) and 21h30 (Grades 6&7) – for study purposes].**
- **Studying should take place in a quiet place. Television and music should be switched off.**
- **S/he should sit at a comfortable table or desk when studying – not on the bed.**
- **S/he should study for 20 minutes at a time with a break of 5–10 minutes between each session – longer study sessions for older children. Draw up a study timetable for your child – allocate more time to weaker subjects.**
- **It is better to spend a short period of time each day revising well before the time, rather than cramming all the work in the night before.**
- **Your child needs to be fetched/go home as soon as school ends each day in order to go home and prepare for the following days exams.**
- **Please ensure that your child has a healthy breakfast each morning so that s/he is alert.**
- **Please check that your child has all the necessary stationery for exams or tests, as no borrowing will be allowed – 2 blue pens, 2 sharpened pencils, ruler, eraser, and any other special equipment required for specific subjects eg. Maths set or coloured pencils, etc. – children to please check with relevant teachers.**
- **Please check exam time table carefully to avoid unnecessary errors.**
- **Please support and assist your child in preparing for their tests or exams – test your children yourself by setting your own questions/tests that your child could answer under a set time limit. Spelling is extremely important in all exams – please emphasize this to your child.**
- **Please note that normal school rules apply during and after the exams. Pupils caught cheating during an exam will be given a zero for that subject and could be suspended for future exams. Cellphones are NOT ALLOWED at school and will be confiscated if discovered.**