

ARRANGEMENTS FOR THE ENTRANCE TESTS FOR ENTRY INTO YEAR 7 IN SEPTEMBER 2019: SATURDAY 15TH SEPTEMBER 2018

The tests for entry into Year 7 in September 2019 will take place between **9.00am-11.30am** on **Saturday 15th September 2018** at Kendrick School, London Road, Reading, RG1 5BN.

CANDIDATE DETAILS:

NAME:

CANDIDATE NUMBER:

USER ID:

EXAM SESSION TIMINGS

Registration: 8.00am-8.30am

Exam Time: 9.00am-11.30am

Collection Time: 11.45am

IMPORTANT ACTION NEEDED: TEST DAY REGISTRATION FORM

Please click on the link below to download and print [NAME]'s entrance examination registration form. This can be in black and white or colour, however, colour is preferable if this option is available. You will need the User ID below and the password you set when submitting the application.

Your User ID is

[CLICK HERE FOR THE REGISTRATION FORM](#)

[NAME]'s primary school must complete Section 1 of this form and a parent/carer must complete Section 2.

Please do not return this registration form to Kendrick School but ensure [NAME] brings it with her on the day of the test. If there are any errors on the form please amend the error on the form itself and advise us by emailing admissions@kendrick.reading.sch.uk. **Please note that we will update our records but a new registration form will not be issued.**

Please ensure you leave adequate time for [NAME]'s primary school to complete the registration form as it must be brought fully completed to the test on Saturday 15th September 2018.

ARRIVAL TIME

Please ensure that [NAME] arrives at Kendrick School **between 8.00am-8.30am** for registration. **Please do not arrive later than 8.30am.** The first test will start **promptly** at 9.00am. She will have a break between papers and the second test will start at approximately 10.30am. Adequate time has been built into the schedule to give detailed instructions and to ensure that all the candidates understand exactly what is required.

ON ARRIVAL AT THE SCHOOL

On the day of the tests please bring [NAME] to the **London Road entrance** between **8.00am-8.30am** and no later than **8.30am** where she will be met by staff and senior students and taken inside for registration. Parents are not allowed into the school building.

PLEASE BE AWARE THAT THERE IS NO PROVISION FOR PARKING ON THE SCHOOL SITE OR IN EAST STREET. Please ensure you have familiarised yourself with the location of Kendrick School before the test day and allow plenty of time for your journey.

LATE ARRIVALS

Please be aware that if you arrive after the test has started you may be asked to bring your daughter back to take the test later that day but this is dependent on room and staffing availability. **UNDER NO CIRCUMSTANCES WILL LATE ARRIVALS BE ABLE TO TAKE THE TEST ON A LATER DATE.**

WHAT SHOULD SHE BRING?

In a transparent plastic bag [NAME] should bring:

- 2 HB pencils
- An eraser
- A pencil sharpener

She should also bring:

- **The completed registration form.**
- Light refreshments to eat during her break together with a drink in a suitable drink container with a sports cap type lid and no label. Please do **NOT** provide any products with nuts.

CANDIDATES MUST NOT BRING:

- Dictionaries, rulers, calculators, scrap paper, protractors, stop watches, any electronic devices, or study notes.
- Wrist watches/digital watches must **NOT** be worn. Clocks are clearly displayed in all of the exam rooms.
- Mobile phones must **NOT** be brought into the examination room. There is no provision for mobile phones to be looked after by a member of staff whilst the examinations are taking place.

COLLECTION

[NAME] should be collected from the **tennis courts**, this time using the **East Street entrance at 11.45am**. Again there will be no provision for parking on the school site or in East Street. Please **do not** come into the main school buildings to look for her. **We cannot give you access to the school until all the tests have finished and respectfully ask you to be quiet as you wait as some tests may still be in progress.**

Due to space restrictions and the high number of candidates, we are asking that only **one adult per family** comes onto the school site to collect their daughter at the end of the test session. Please remember which room your daughter is in as this will help you when collecting her.

Once all the tests are completed, we will ask you to wait on the tennis courts in a designated area until we bring the candidates out to meet you room by room. This process can take some time so we ask for your cooperation whilst this is happening. Please ensure that your daughter knows who she is being collected by and that she should only leave the premises with that person.

SPECIAL ARRANGEMENTS

If you have not done so already, please contact Ms Amanda Emberson at the school, immediately, by email or telephone if [NAME] has any special needs or arrangements which require specific provisions to be made for the test.

ILLNESS ON THE DAY

Should your daughter be ill on the day or there are other mitigating circumstances, you should telephone the school on 0118 9015859 before 8.45am.

Please note there will be no opportunity for absentees to sit the papers on an alternative date unless a medical certificate dated 15th September 2018 is produced to prove ill-health on the day.

FAMILIARISATION BOOKLET

There are no commercially available practice papers available for the test but a Familiarisation Booklet is available on the school website. Please note however, that the Familiarisation Booklet is NOT definitive and the inclusion of any question types does not guarantee that they will be found in the final assessment. Further information on the format of the tests is detailed within the Familiarisation Booklet.

Familiarisation Booklet

Please note that the tests are performed under exam conditions and therefore invigilators are not able help the candidates interpret the questions or make changes to answer sheets that have been completed incorrectly.

We look forward to seeing [NAME] on **Saturday 15th September**.

Yours sincerely

Ms Christine Kattirtzi
Headteacher

Ms Amanda Emberson
Admissions Officer
aemberson@kendrick.reading.sch.uk
Tel: 0118 9015859