



THE KING'S SCHOOL
GRANTHAM

**YEAR 11 GCSE REVISION
GUIDE 2019**

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I. SECTION A – ADVICE FOR PARENTS - REVISING FOR EXAMS

What can we do from the beginning?

It is important that students get into good habits from the beginning. Using time efficiently will be a key factor in their success. If you have concerns about the quantity or quality of the notes and materials that your son has accumulated through the course (it could be that they have had a prolonged absence for example), encourage them to check with the subject teacher that all they will need is in place. They will be unable to revise effectively if they have not covered the material or do not have records or notes from which to learn. Good habits with note keeping and looking after exercise books, vocabulary books and files are very important. If students miss lessons for individual reasons (e.g. illness, music lessons, sports fixtures) it is important that they find out what was missed and copy up anything that needs to be retained. Their teachers will be happy to help but it is for students to access this help.

When should my son start revising?

Year 11 pupils should have started revising a couple of months before their first examination. A large proportion of the Easter holidays should certainly be devoted to revision.

What materials should they have?

This will vary from subject to subject. Most will have an exercise book or main file together with a number of worksheets which need to be kept in an organised way. Textbooks have also been issued in a number of subjects.

How can I check they have what they need?

If you have any doubts, having asked your son about a particular subject, please contact the subject teacher concerned. If you have more general concerns, the Form Tutor should be contacted.

How long should they be spending on revision?

As you will see from the advice to students, it is the quality of revision that counts above all rather than the quantity. Concentration declines after about 20 minutes on average on a given topic and so repeated short sessions are generally more effective than prolonged ones. Students may be able to sustain 2 hours at a sitting. Remember, retention depends on concentration and this wanes after about 20 minutes. Encourage your son to take frequent, short breaks. It is best to set a target before taking a break to give a sense of achievement and progress. Each student should design their own individual programme of revision to suit their needs and strengths. The programme should always allow for more time to be given to the revision of weaker subjects. It is important to do well across the board. Students will tend to do well at the subjects they enjoy and might naturally prefer to begin with the revision of their favourite subjects. It is normally best to begin with the weakest subjects.

Where should they revise?

It is important to set aside time devoted entirely to study and having a particular place in which to work, quietly and free from distraction, is important. It helps to establish a form of ritual and means that study takes place within given time and space, with a clearly defined start and end time. A desk, comfortable chair and access to books, PC, etc. are also clearly advisable.

How should they revise?

Much advice has been given to the students and a number of very useful pointers are given in the section on tips for students within this booklet.

What practical things can I do to help them?

Help designing the revision programme can be welcome. Get them to talk through what they need to revise, their relative strengths and weaknesses, and ask how their revision programme will reflect these. Check they have all they need in terms of books and notes well in advance. Friends will be reluctant to lend their books or notes just at the point when the revision begins. Support their efforts positively and avoid unhelpful comparisons to siblings if things are not going well. Keep an eye on their diet, additives, sleep and general health. Ensure that they do not overdo it. They will need some time off. Be a personal assistant - make sure that stationery supplies are available, that the PC is working properly and that a good supply of highlighter pens is available. Of course the family life has to carry on but try to avoid planning major family events during or just prior to their main examination period.

What about revision guides?

Whilst these can be useful as an aide memoire, many students see them as an alternative to revision from their books or notes. They are not. These books are usually designed as a visual stimulus to aid retention and recall. They do not aid understanding as they do not contain sufficient detail to explain concepts etc.

Here are some useful tips on choice and use of revision guides:

- Ensure that the revision guide is suitable for your son's course – i.e. does it cover the correct specification? Ones issued in school will do this but others may not. Get your son to check with their teacher if in doubt.
- Try to avoid guides that claim to be all things to all specifications – there is no point in learning large swathes of material that is not covered by the examination but partial coverage can lead to serious omissions.
- Revision guides are best used as a check of retention and understanding after the bulk of revision has been done. This will avoid the frequent mistake of your son trying to learn work that they simply don't understand.

What if they decline my offers of help?

This is not uncommon and providing you are satisfied that they are working sensibly take it as a sign of independence. If you think they are not working effectively, contact the tutor (a discrete email would be best) to check that work is actually being done.

What if they seem to be doing too much?

From time to time, students do become over anxious and spend too long on their studies. It is important to build breaks into the schedule and to keep to these breaks. Normal activities such as sport and music should be maintained as far as possible. They will provide natural breaks and a time during which the pupil's brain can switch from revision to another activity. If you are concerned that your son is becoming over anxious do contact his Form Tutor.

II. SECTION B – A STUDENT GUIDE TO REVISION

Motivation

You should ask yourself why am I am doing this work or preparing for this examination? There are a number of possible answers:

1. I want to pass the examination and get a good grade.
2. I like or enjoy the subject and want to study it further.
3. I need to pass the examinations in order to fulfil an ambition.
4. I ought to pass my examinations because other people have expectations of me.
5. I have to study, revise and work because I will get into trouble if I don't!

Your motivation for undertaking work and revision will determine the mindset with which you approach the task. If you can see the need and benefit for doing work and revision, you will be in control of the process i.e. you will have self-motivation to succeed. You will have given answers 1, 2, or 3 above. If not, you will feel that the work is being imposed upon you and you may give up more easily.

Motivation Tips:

Most of the problems with motivation and studying effectively at GCSE Level arise from conflicts of interest i.e. a conflict between **WANT TO** and **HAVE TO** or **OUGHT TO**. If you can resolve this conflict by satisfying the following, then you will have a much less troubled period of study at school! You can do this by:

- Planning both your work and leisure activities by employing time management techniques.
- Sticking to your plans no matter what the temptation to do otherwise.
- Setting yourself **Specific, Measurable, Achievable, Relevant and Timed (SMART)** targets
- Adopting effective working practices.
- Identifying periods of wasted time by using an hourly day planner.

Time Management Tips:

The 24 hours in one day can be divided up into 2 categories of available time:

- One is committed time.
- The other is **disposable time**.

Committed time can be defined as time required for activities that you must carry out i.e. eating, sleeping, travel, school lessons etc. **Disposable time** can be defined as all other time in the day. During study leave, holidays etc you have very little committed time in a day. How you use the disposable time is up to you! To fail to plan and prepare is to prepare to fail!

Action: Use copies of the monthly/weekly revision timetable in this booklet to plan your revision timetable on a daily basis.

Revision: Top Tips

Remember the “**5 Ps**”: **P**erfect **P**lanning **P**revents **P**oor **P**erformance. Here are some top tips to effective studying:

1. Timed sessions for work. Work at the time that you have set aside in your revision plan and have the discipline to stick to it.
2. Settle yourself to work by always working in the same place, be it home or in the library.
3. Go through set rituals. For example, collect and set out all of the books, pens etc. that you need for a planned session. This tells your mind ... it's time to work.
4. Take frequent but timed breaks. Every hour you will work for 20 minutes, have a 10 minute break then back to work for 20 minutes before another 10 minute break. This will complete the one hour cycle.
5. Avoid distractions. Make sure that you work in a place where it is quiet. If home is noisy, get together with friends and form a study group in the library. You can then motivate each other.
6. Plan ahead - make that revision timetable and stick to it! This should be in two parts. Part 1 – divide the days available between the subjects to be studied using the monthly planner in this booklet. Part 2 – use the weekly planning timetable in this booklet to plan your revision timetable on a daily basis.
7. Break work down into manageable chunks. This takes prior thought and planning.
8. Set yourself goals. Remember that targets must be SMART targets.
9. Focus on success not failure.
10. Concentrate on what you have achieved.
11. Be positive, you can do it.
12. Don't be easily disheartened – all programmes have set backs, but that's just what they are. Your forward momentum will soon put you back on track.

The Study Process

Make a revision planner. Use date and time sheets to help you do this. Remember:

1. Start the day with subjects and topics that you find most difficult.
2. Don't get bored or stale. Spend one hour on a topic and then switch to another one. This will prevent getting bogged down on one subject.
3. Produce a plan that is achievable and then stick to it.
4. Set yourself specific goals – don't just work aimlessly.
5. Cover all subjects that you need to. Knowing a few things very well will not get you the grades that you need.
6. Don't concentrate on the subjects that you like –you probably know them best anyway.
7. Work smarter, not harder. Working effectively has to more to do with effective use of time rather than the absolute time available.
8. Remember: SMALL CHUNKS, IN SHORT SESSIONS, REVIEWED OFTEN.

Preparation for examinations

You are unlikely to succeed in an examination if you have not revised the material that you will be tested on since you were taught it last! However, deciding **WHAT** you need to revise and **WHERE** you can find that information is not always easy.

Here are some useful tips:

1. **WHAT** do I need to know?

- Check with your teacher. All examination boards issue a specification (or syllabus) for every subject. This is a good starting point as it will tell you what you will be examined on.
- If a specification is not available ask your teacher for a summary of the scheme of work for your subject. This will tell you what you have been taught.
- If all else fails, look through the work that you have covered over the duration of the course. Identify topics and then split these up into smaller sections using the sub-headings in your work.

2. **WHERE** can I find the information to use for revision?

- Your exercise books. Check that these are complete and that the material you have written is accurate.
- Text books. Many text books are written to cover a range of courses, so it is best to check with your teacher that all of the material is relevant to your course.
- Revision guides. There are a lot of these about. They are good for jogging your memory and helping you to remember material using pictures for example. However, once again, check that the one that you have chosen is suitable for your examination board.
- The internet. There are several good but general revision websites about.
- The library! Many libraries will be able to lend you useful text books – some of which you may not have seen before.
- Frog VLE and GCSEPod

3. **HOW** do I decide what to do and when?

- Use the daily and weekly revision timetables included in this booklet. Your teachers will discuss how you can plan and manage your time effectively leading up to the examinations.

III. SECTION C – TIPS FROM SIXTH FORM STUDENTS

1. Timetable fun things into your revision timetable so that it's not all hard work and you don't go mad. S.V.
2. Write the title of each topic within each of your subjects on a sheet of paper to break revision into logical sections. Cross off each topic as you do it so you can see your progress. C.M.
3. Stick bullet points on Post-It Notes and stick them around the house. The more you read them the more likely you are to remember them. K.R.
4. Do active revision by cutting and sticking; it'll make things go in better. A.T.
5. Listen in class. It really helps! L. M.

6. Go through all notes written in class and condense them into small folders of the most important facts for each subject. O. A.
7. Don't work beyond your attention span. When you take a break walk right away from your work. S.L.
8. Get lots of sleep! R.P.
9. Make a revision timetable and stick to it. Don't be tempted to put off until tomorrow because you'll forget or not bother. M. G.

IV. SECTION D – SOURCES OF HELP

Subject Teachers

This should be the first port of call for any subject specific enquiry or request for advice.

Form Tutors

If there are any more general enquiries, spanning a number of subjects, it is best to contact your son's Form Tutor.

Department Support Sessions

A timetable is published with this letter. Individual students can attend, without appointment, and may speak to whichever teacher is on duty. These clinics can be especially effective for individual queries and last minute questions. If a student has been absent for a particular topic or has particular difficulties with it, he or she can often be helped with a little bit of individual attention at a clinic.

On Line resources

There are many sources of information and advice on the Internet. Some are more useful and relevant than others. Generally speaking, the student's own notes and materials created during the course will be by far the most useful source of information. At GCSE there are a number of quite useful sites, the most relevant are listed in the subject specific area of this booklet. However, a few words of caution when using on-line revision sites:

- Many of these sites are interactive and fun. It is easy to get carried away and spend many hours going over relatively small sections of a course.
- Not all of the sites are specific to an examination board's specification. The same dangers relating to inappropriate revisions guides apply here.
- Like all websites on the internet, the content and accuracy of the material cannot always be guaranteed.

V. SECTION E – INFORMATION ON THE EXAMINATION PROCESS

Statements of entry

- All candidates have now received a statement of entry from school indicating the subjects they are being entered for and the levels of entry, where applicable. Please check that these are correct. Particularly check that all personal details (date of birth, spelling of names) are accurate as these will appear on certificates and it may be difficult to change them once certificates are awarded.

Candidate number

- Each candidate has a four-digit candidate number. This is the number you will enter on examination papers. It will appear next to your name on seating plans and examination registers.

Timetables

- Copies of the examination timetables can be found on the school's website. You will also have received an individual timetable showing your own specific examinations with details of date, time, and duration of examination. Check it carefully. If you think something is wrong see Mrs Topham (Examinations Officer) in the Examination Office immediately.
- A few candidates have a clash where two subjects are timetabled at the same time. The school will make special timetable arrangements. You must check your individual timetable and see Mrs Topham if you are unsure what to do. Students who have a clash have received a revised schedule indicating which order they will sit exams. If you think there is a clash on your timetable that has not been resolved, please see Mrs Topham immediately.

Equipment

- Make sure you have the correct equipment before your examinations. All equipment must be held in a transparent pencil case. The only drink allowed in the examination room is water. It must be contained in a small clear bottle of no more than 500ml. There must be no writing on the bottle and all labels must be removed.

During the Examinations

Examination regulations

- A copy of the "Notice to Candidates", which is issued jointly by all the Examining Boards, is displayed outside the examination room and inside. All candidates must read this carefully and note that to break any of the examination rules or regulations could lead to disqualification from all subjects. The school must report any breach of regulations to the Awarding Body.

Attendance at examinations

- Candidates are responsible for checking their own timetable and arriving at school on the correct day and time, in **full school uniform** and equipped. Candidates must arrive 15 minutes prior to the start time of their examination. Please wait quietly outside your examination room until you are invited to enter by the examination invigilators.
- Any changes to times or venues of examinations will be indicated outside the Hall or Gym.

- All items of equipment, pens, pencils, mathematical instruments, etc. should be visible to the invigilators at all times. You must either use a transparent pencil case or clear plastic bag.
- Pens should be **black** ballpoint. Correction, gel and highlighter pens are not allowed.
- For Mathematics and Science examinations, students should make sure their calculators conform to the examination regulations. If in doubt, check with your teacher. Do not bring into the examination room any calculator lids, covers or instructions and make sure batteries are new.
- Do not attempt to communicate with or distract other candidates.
- Examination regulations are very strict regarding items that may be taken into the examination room. If you break these rules you will be disqualified from the examination.
- **Mobile telephones MUST NOT BE BROUGHT INTO THE EXAMINATION ROOM.** If a mobile phone (or any other type of electronic communication or storage device) is found in your possession during an examination (even if it is turned off) it will be taken from you and a report made to the appropriate examination board. No exceptions can be made.
- If you wear a wrist watch you will be asked to remove it and place it on your desk.
- No food is allowed in the examination rooms.
- Please do not write on examination desks. This is regarded as vandalism and you will be asked to pay for any damage.
- Do not draw graffiti or write offensive comments on examination papers – if you do the examination board may refuse to accept your paper.
- Listen carefully to instructions and notices read out by the invigilators – there may be amendments to the examination paper that you need to know about.
- Check you have the correct question paper – check the subject, paper and tier of entry.
- Read all instructions carefully and number your answers clearly.
- You will not be allowed to leave an examination room early. If you have finished the paper use any time remaining to check over your answers and that you have completed your details correctly.
- At the end of the examination all work must be handed in – remember to cross out any rough work. If you have used more than one answer book or loose sheets of paper ask for a tag to fasten them together in the correct order.
- Invigilators will collect your examination papers before you leave the room. Absolute silence must be maintained during this time. Remember you are still under examination conditions until you have left the room.
- Question papers, answer booklets and additional paper must NOT be taken from the examination room.
- Remain seated in silence until told to leave the examination room. Please leave the room in silence and show consideration for other candidates who may still be working.

- If the fire alarm sounds during an examination the examination invigilators will tell you what to do. Don't panic. If you have to evacuate the room you will be asked to leave in silence and in the order in which you are sitting. You will be escorted to a designated assembly point. Leave everything on your desk. You must not attempt to communicate with anyone else during the evacuation. When you return to the examination room do not start writing until the invigilator tells you to. You will be allowed the full working time for the examination and a report will be sent to the awarding body detailing the incident.

Invigilators

- The school employs external invigilators to conduct the examinations. Students are expected to behave in a respectful manner towards all invigilators and follow their instructions at all times.
- Invigilators are in the examination rooms to supervise the conduct of the examination. They will distribute and collect the examination papers, tell candidates when to start and finish the examination, hand out extra writing paper if required and deal with any problems that occur during the examination, for example if a candidate is feeling ill.
- Please note that invigilators cannot discuss the examination paper with you or explain the questions.
- Pupils who are disruptive or behave in an unacceptable manner will be removed from the examination room by invigilators, the Examinations Officer and members of the Senior Leadership Team.

Absence from Examinations

- If you are going to be late for an examination or if you are ill and are unable to attend an examination it is vital you phone the school first thing in the morning.
- Only in 'exceptional circumstances' are candidates allowed special consideration for absence from any part of an examination. It is essential that medical or other appropriate evidence is obtained on the day by the candidate or parent and given to the Examination Officer without delay in all cases where an application is to be made for special consideration.
- For the award of a grade by special consideration, where a student misses part of an examination through illness or personal misfortune, a minimum of 25% for both GCE & GCSE of the total assessment must be completed.
- Parents and candidates are reminded that the school will require payment of entry fees should a candidate fail to attend an examination without good reason and without informing the school. Failure to pay may result in your examination results or certificates being withheld.
- Please note that misreading the timetable or sleeping in will not be accepted as a satisfactory explanation of absence.

Notification of results

Results will be available for collection on **THURSDAY 22 AUGUST 2019**. No results will be given out by telephone or email under any circumstances.

Post results

If you need post-results advice, teaching staff will be available on Results Day.

Frequently Asked Questions

Q. What do I do if there's a clash on my timetable?

The school will re-schedule papers internally (on the same day) where there is a clash of subjects. Candidates will normally sit one paper then have a break during which they will be supervised and must not have any communication with other candidates. They will then sit the second subject paper. Correct times should be on your individual candidate timetable. It may be necessary for you to bring a packed lunch if you have examinations in the morning and afternoon as you will have to remain in isolation until both examinations are completed. If in doubt consult the Examinations Officer.

Q. What do I do if I think I have the wrong paper?

Invigilators will ask you to check before the examination starts. If you think something is wrong put your hand up and tell the invigilator immediately.

Q. What do I do if I forget my Candidate Number?

Candidate Numbers are printed on seating plans, which are displayed outside the examination, and on attendance registers. Invigilators will be able to help you find your number.

Q. What do I do if I forget the school Centre Number?

The Centre Number is **26220**. It will be clearly displayed in the examination room.

Q. What do I do if I have an accident or am ill before the examination?

Inform the Examinations Officer at the earliest possible point so we can help or advise you. In the case of an accident that means you are unable to write it may be possible to provide you with a scribe to write your answers but we will need as much prior notice as possible. You may need to obtain medical evidence (from your GP or hospital) if you wish the school to make an appeal for Special Consideration on your behalf (see below).

Q. What is an Appeal for Special Consideration?

Special Consideration is an adjustment to the marks or grades of a candidate who is eligible for consideration. The allowance for Special Consideration is from 0% (consideration given but addition of marks considered inappropriate) to 5% (reserved for exceptional cases). Parents should be aware that any adjustment is likely to be small and no feedback is ever provided. Candidates will only be eligible for Special Consideration if they have been fully prepared and covered the whole course but performance in the examination or in the production of coursework is affected by adverse circumstances beyond their control. Examples of such circumstances may be illness, accident or injury, bereavement, domestic crisis. The Examination Officer must be informed immediately, so that the necessary paperwork can be completed (within 7 days of the last examination session for each subject) and the candidate will be required to provide evidence to support such an application.

Q. What do I do if I feel ill during the examination?

Put your hand up and an invigilator will assist you. You should inform an invigilator if you feel ill before or during an examination and you feel this may have affected your performance.

Q. If I'm late can I still sit the examination?

Provided you attend by 9.30 am for a morning exam and 2.00 pm for an afternoon exam, it may still be possible for you to sit the examination. You should get to school as quickly as

possible and report to the examination room (usually the Gym). Please ensure that you allow enough time to get to school so that if you are delayed (e.g. through transport problems) you will still arrive on time.

Q. If I miss the examination can I take it on another day?

No. Timetables are regulated by the examination boards and you must attend on the given date and time.

Q. Do I have to wear school uniform?

Yes. Normal school regulations apply to uniform, hair, etc.

Q. What equipment should I bring for my examinations?

For most examinations you should bring at least **2 BLACK** pens.

For Science Modules you need **2 x HB pencils**.

For some examinations you will need a **calculator** (Maths/Science), a **30cm ruler** (marked with cm and mm), pencil sharpener and rubber, compasses, protractor, coloured pencil crayons (not gel pens), set texts (e.g. for English Literature).

You are responsible for providing your own equipment for examinations. You must not attempt to borrow equipment from another candidate during the examination.

Q. What items are not allowed into the examination room?

Only material that is listed on question papers (e.g. an anthology) is permitted in the examination room and students who are found to have any material with them that is not allowed will be reported to the appropriate examinations board. In such circumstances, a student would normally be disqualified from the paper or the subject concerned.

Bags and coats and any other items not permitted under examination regulations must be left outside the room. Do not bring any valuables into school with you when you attend for an examination.

No food is allowed in the examination room.

Mobile telephones must not be brought into the examination room even if they are turned off. The school will not accept responsibility for mobile telephones that are lost or taken.

Q. Why can't I bring my mobile telephone into the examination room?

Being in possession of a mobile telephone (or any other electronic communication device, e.g. iWatch, iPod, headphones) is regarded as cheating and is subject to severe penalty from the awarding bodies:

The minimum penalties are as follows:

- Device found on you and turned **ON - disqualification for the entire subject award.**
- Device found on you and turned **OFF - disqualification from the specific paper** you are sitting at the time.
- Phone rings during the examination wherever it is in the room the examination board must be informed and you will be disqualified from all papers for the subject (including any already taken).

- You are advised not to bring a mobile telephone or any electronic device to school on the day of an examination. The school accepts no responsibility for mobile telephones or electronic equipment that are lost or stolen from the place where the student stores it during an examination.

Q. How do I know how long the examination is?

The length of the examination is shown in minutes on your individual timetable under the heading 'duration'. Invigilators will tell you when to start and finish the examination. They will write the finish time of the examination on a board at the front of the examination room. There will be a clock in all examination rooms.

Q. Can I leave the examination early?

No. It is not the school's policy to allow candidates to leave the examination room early, as this is disruptive to other candidates. A candidate may not leave the examination room without the permission of the invigilators.

Q. What do I do if the fire alarm goes?

The examination invigilators will tell you what to do. If you have to evacuate the room leave everything on your desk and leave the room in silence. You must not attempt to communicate with any other candidates during the evacuation.

Q. Can I go to the toilet during the exam?

If it is absolutely necessary you may use the toilet in the Lower Foyer. You will not be allowed any extra time.

Q. Why do I need to check the details on the Statement of Entry?

The details on your Statement of Entry will be used when certificates are printed. If the name or date of birth on your certificates do not match your birth certificate it could cause you problems if you are asked to show your certificates to a potential employer for college or university at some time in the future. You should also check that the subjects and tiers of entry you are entered for are correct and that no subjects are missing.

Q. I am entitled to extra time – how will this affect the way I take my examinations?

Some students receive an allowance of up to 25% extra time. Where possible such candidates will be seated together to minimize disturbance from other candidates who finish earlier. The invigilators will advise you of your finishing time including the additional time.

Check List

- Aim to arrive at school 15 minutes prior to an examination. It is much better to leave yourself a safety margin on timings in case of problems with the journey.
- When taking examinations, bags and coats should be left in the Lower Foyer. Because of this, there are some things to be considered – money, keys, valuables etc. I would suggest that you keep money and keys with you. The school takes no responsibility for any items lost or stolen.
- Phones – Students must not have mobiles phones in their possession (either on or off). This is very important – if a phone is found, there is a good chance that your whole examination will be cancelled.
- You should not have notes etc. in your possession.

- You should bring a BLACK pen, pencil, rubber, ruler and any other writing equipment needed for your examinations. Only clear pencil cases are allowed on your desk, any others should be left in your bag. Do not use gel pens, highlighters or correcting pens – this is because many of the examination papers are now scanned and sent electronically for marking – gel pens do not scan well.
- In an examination where you have the use of a calculator, you should not have calculator lid or instructions on your desk.
- Sshh! There is absolutely no talking or communication between students once you enter the examination room. If you have any questions, you should raise your hand once seated and an invigilator will come to you.
- No food or sweets allowed in the examination hall. Water bottles are allowed in the examination room if necessary. These should be clear bottles with a spill-proof cap. There should be no label on the bottle.

VI. SECTION F – REVISION PLANNERS

Weekly Revision Planner Week beginning:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
07.00							
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Preparing for examinations: What do I need to know?

The most important part about revising for examinations is to determine what you need to know and where you can find the information. Fill in the table below to help:

Examination subject:

Date of examination:

Topic in Specification	Exactly what do I have to do/learn/know	Source of material/information (include page references)

Monthly /Daily Revision Timetable

Day	Date	Subject	Topic	Details
day	1			
day	2			
day	3			
day	4			
day	5			
day	6			
day	7			
day	8			
day	9			
day	10			
day	11			
day	12			
day	13			
day	14			
day	15			

Day	Date	Subject	Topic	Details
day	16			
day	17			
day	18			
day	19			
day	20			
day	21			
day	22			
day	23			
day	24			
day	25			
day	26			
day	27			
day	28			
day	29			
day	30			
day	31			

VII. SECTION G – SUBJECT SPECIFIC REVISION TIPS FOR STUDENTS

Before getting started

- Ensure that there are no gaps from Year 10 or 11.
- Be aware that class notes are an important source of knowledge from which to draw.
- Print off a syllabus for each subject from the relevant examination board website and tick the statements that have been covered so far.
- Print off past papers for each subject, complete at least one per week at home, and ask the relevant subject teacher to mark them. Alternatively you can use the mark scheme which is also available online.
- In the subjects where you are failing to achieve a good grade for you, you should ask your teacher for set targets to improve your performance. You must arrange a time to do this with your subject teacher and you must keep a record in your exercise book
- You must attend department support sessions for the subjects in which you are experiencing difficulty

VIII. SECTION H – DEPARTMENT GUIDANCE

Art

Head of Department: Mr Radbourne

Examination Board: EDEXCEL

Specification: Fine Art

Format of Examination

Eight week preparatory period and ten hour timed test.

Coursework Requirement

Coursework folder which should include a minimum of four pieces of finished work and preparatory studies in sketchbook.

Main Topics for Revision

Students will prepare material prior to the practical examination. All students are invited to attend the after-school class on a Wednesday and work in the Art department during the lunch break.

After the examination, students will prepare their coursework for moderation which will take place in the middle of June. Coursework will need to be mounted and presented to a high standard.

In addition

Through the study of Art GCSE students will be expected to:

- Develop ideas through investigations informed by contextual and other sources, demonstrate analytical and cultural understanding.
- Refine ideas through experimenting and selecting appropriate resources, media, materials, techniques and processes.
- Record ideas, observations and insights relevant to their intentions in visual and/or other forms.
- Present a personal, informed and meaningful response demonstrating analytical and critical understanding, realising intentions and, where appropriate, making connections between visual, written, oral or other elements.

Biology

Head of Department: Mr Wicks Examination Board: AQA Specification: AQA GCSE Biology

Format of Examination

Paper 1: 1 hour 45 minutes (100 marks - 50% of GCSE)

Paper 2: 1 hour 45 minutes (100 marks - 50% of GCSE)

Main Topics for Revision

Paper 1: cell biology, organisation, infection and response, bioenergetics

Paper 2: homeostasis and response, inheritance, variation and evolution, ecology

Useful websites

www.AQA.org.uk

Kerboodle online

AQA Biology revision guide

AQA Biology GCSE Workbook

<https://frog.kings.lincs.sch.uk>

<http://freesciencelessons.co.uk/aqa/biology/>

Business Studies

Head of Department: Mr Anderson Examination Board: AQA Specification: GCSE Business Studies (4130)
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Titles of the modules under investigation	Unit 1 – Setting up a Business (413001)	Unit 2 – Growing as a Business(413002)
Method of assessment	Written examination	Written examination
Exam length	1 hour	1 hour
Contribution to the final grade	60 marks/40%	60 marks/35%

Unit 1 -Setting up a Business

This unit introduces students to issues concerning the setting up and operation of a business. The main revision topics are:

- Starting a business
- Marketing
- Finance
- People in Business
- Operations Management

Unit 2 -Growing as a Business

This section builds upon the work of Unit 1, and considers how the methods of expansion and objectives of larger businesses might differ from smaller businesses. There are five core themes:

- The Business Organisation
- Marketing
- Finance
- People in Business
- Operations Management

Students have been issued with a CGP revision guide to support their understanding.

Coursework Requirement

All students have completed a Controlled Assessment task which is worth 25% of the final grade.

Useful websites

<http://tutor2u.net/>

<http://www.bbc.co.uk/schools/gcsebitesize/business/>

<https://frog.kings.lincs.sch.uk>

Head of Department: Mr Downing

Examination Board: AQA

Specification: 8462

Format and coverage of examination papers

Paper 1: Topics 1–5: Atomic structure and the periodic table; bonding, structure, and the properties of matter; quantitative chemistry, chemical changes and energy changes.

How it's assessed

- Written exam: 1 hour 45 minutes
- Foundation and Higher Tier
- 100 marks
- 50% of GCSE

Questions

Multiple choice, structured, closed short answer and open response.

Paper 2: Topics 6–10: The rate and extent of chemical change; organic chemistry; chemical analysis; chemistry of the atmosphere and using resources.

How it's assessed

- Written exam: 1 hour 45 minutes
- Foundation and Higher Tier
- 100 marks
- 50% of GCSE

Questions

Multiple choice, structured, closed short answer and open response.

Useful websites

www.aqa.org.uk

www.kerboodle.com

<http://www.docbrown.info/gcsechemistry.htm>

<https://frog.kings.lincs.sch.uk>

Head of Department: Miss Beedham Examination Board: Edexcel Specification: Pearson Edexcel GCSE (9 - 1) in Design and Technology (1DT0)

Format of Examination

The format is the same for both examinations. The written examination will be 1 hour and 45 minutes (50% of qualification). The paper consists of two sections:

Section A is assessed on the core content. This section is 40 marks and contains a mixture of different question styles, including open-response, graphical, calculation and extended-open-response questions. There will be 10 marks of calculation questions in Section A.

Section B is assessed on the material category. This section is 60 marks and contains a mixture of different question styles, including open-response, graphical, calculation and extended-open-response questions. There will be 5 marks of calculation questions in Section B.

Calculators may be used in the examination.

Final Grade Requirements

The coursework is worth 50% of the full GCSE grade and the exam is worth 50%.

Main Topics for Revision

Section A (Core revision content) Responsible design Life Cycle analysis Critical Evaluation Ethics in Design Technology impacts on design	Classes of Levers and equations Crank and Sliders Gears and gear ratio's Compound gear systems System block diagrams Smart materials FMS / JIT Manufacturing systems	Pulleys and equations Metals Papers and boards Polymers Systems Textiles Timbers
Section B (SPECIALIST MATERIAL) Resistant Materials is TIMBERS		Section B (SPECIALIST MATERIAL) Graphic products is PAPERS AND BOARDS
Section B (Specialist revision content) Detailed specific knowledge of timbers: Categories Mechanical and physical properties	Composition Uses Surface treatment and finishes Ecological footprint Forces and stresses	Stock forms Scales of production Specialist techniques, tools, equipment and processes Fabrication

Resources

Edexcel GCSE Design Technology text book purchase ISBN: 978-1-292-18458-6

Past exam Papers 2010 – 2016 on the resource drive and FROG

BBC Bitesize; www.bbc.co.uk/education

www.technologystudent.com

www.focuselearning.co.uk Username: student@thekings3981 Password: zzjta476k

Head of Department: Mrs Daszkiewicz

Examination Board: EDUQAS

Specification: C700QSL

English Language - Language Component 1

Section A (20%) – Reading OF 20TH CENTURY LITERATURE Understanding of one prose extract (about 60-100 lines) of literature from the 20th century assessed through a range of structured questions.

Look at your responses from past exam papers and examples you have done in class to see where you need to focus.

Ensure you know what you are being assessed on for each question and remind yourself how to approach the 'evaluate' question.

Section B (20%) – Prose Writing - CREATIVE

One creative writing task selected from a choice of four titles

Look at your handouts and essays. As you are given an accuracy mark, identify areas of focus in your own writing.

LANGUAGE COMPONENT 2 Section A (30%) – Reading 19th AND 21st CENTURY NON-FICTION Understanding of two extracts (about 900-1200 words in total) of high-quality non-fiction writing, one from the 19th century, the other from the 21st century, assessed through a range of structured questions

Look at your responses from past exam papers and examples you have done in class to see where you need to focus.

Ensure you know what you are being assessed on for each question and remind yourself how to approach the 'evaluate' question.

Section B (30%) – Writing – TRANSACTIONAL/PERSUASIVE Two compulsory transactional/persuasive writing tasks

Look at your handouts and the examples of transactional and persuasive writing you have produced. As you are given an accuracy mark, identify areas of focus in your own writing.

The English page on FROG contains extra information and links to the exam board website.

Head of Department: Mrs Daszkiewicz

Examination Board: EDUQAS

Specification: C701QSL

Literature Component 1: Shakespeare and Poetry

Section A (20%) Shakespeare MACBETH. One extract question and one essay question based on the reading of Shakespeare.

For the extract question you need to ensure that you know the play very well so that you can explain the meaning of everything that is said. The extract is likely to come from a long speech or a soliloquy.

The essay question could be on a theme or a character. Look at the essays you have done in class and the work you have done pulling thematic and character information together. You remember to keep in mind that Macbeth is a play (for the structure element of AO2). As you have to comment on language for AO2, it is essential that you have a useful store of quotations. **The better you know the text, the more versatile you can be in your approach to any question.**

Section B (20%) Poetry from 1789 to the present day. Two questions based on poems from the WJEC EDUQAS Poetry Anthology, one of which involves comparison.

One poem will appear on the paper – but the other one needs to be in your head!

Make sure you can talk about the themes, language and context of each poem. **The better you know the poems, the easier it will be!**

Component 2 Post 1914 Drama, 19th Century Prose and Unseen Poetry.

Section A (20%) Post-1914 Prose/Drama *An Inspector Calls* (Priestley)

This question will be what the board call an 'exploding extract'. You will be asked about a character or a theme and will use the extract but then branch out into the whole play. Look at the essays you have done in class and the work you have done pulling thematic and character information together. You remember to keep in mind that *An Inspector Calls* is a play (for the structure element of AO2). As you have to comment on language for AO2, it is essential that you have a useful store of quotations. **The better you know the text, the more versatile you can be in your approach to any question.**

Section B (20%) 19th Century Prose *The Strange Case of Dr Jekyll and Mr Hyde* (Stevenson) or *War of the Worlds* H.G. Wells. One source-based question on a 19th century prose text from the above prescribed list.

This question will be what the board call an 'exploding extract'. You will be asked about a character or a theme and will use the extract but then branch out into the whole novel. Look at the essays you have done in class and the work you have done pulling thematic and character information together. You will also be given a mark for contextual knowledge, so revise all the notes you have on background. As you have to comment on language for AO2, it is essential that you have a useful store of quotations. **The better you know the text, the more versatile you can be in your approach to any question.**

Section C (20%) Unseen Poetry from the 20th/21st Century Two questions on unseen poems, one of which involves comparison.

You have several examples from class work or previous exams. Look at what the bullet points want you to do – they always follow the same format.

The English pages on FROG contain lots of extra information and links to the exam board website.

Head of Department: Mrs Roberts

Examination Board: AQA

Specification: French 8658

Format of Examination

Pupils will sit the new AQA Higher GCSE French examination. This consists of 4 papers, all examined at the end of Year 11 and each worth 25% of the qualification. Pupils are tested in 4 skills: Listening, Reading, Speaking and Writing. Speaking is assessed in one exam conducted by the teacher and recordings are externally marked by the Board.

Main Topics for Revision

The course is centred around 3 themes: Identity and Culture (family, friends, free time, daily routine, special events); Local, National, International and Global Areas of Interest (local area and issues, holidays, environment and social issues); Current and Future Study and Employment (school, healthy and unhealthy lifestyles, exchanges, work, future plans). These themes are then tested in a variety of ways across the four skills. **Pupils should revise vocabulary and structures to do with these topics and practise formulating their ideas in writing and speech.**

Grammar points should also form an intrinsic part of revision. The main grammar points include: regular and irregular verbs in all tenses; use of the infinitive and present participle; use of adjectives and adverbs; pronouns; negatives. Pupils aiming for high grades should be proficient in their use of all the grammar points outlined in the textbook and be aiming to include them in their work.

All pupils have detailed textbooks which include the main items of vocabulary and grammar for each topic. They also have the GCSE vocabulary list. They should be revising from their blue speaking booklet and exercise books. **Pupils should be learning vocabulary regularly.**

Useful websites/revision guides

The AQA website has specimen papers which can be used.

Linguascope (intermediate section) login: auxiliary1; password: ilovemfl

GCSE Bitesize (www.bbc.co.uk/schools/gcsebitesize/french/)

There are also various commercially produced revision guides for GCSE, for example:

BBC Bitesize Complete Revision Guide for GCSE French

Letts GCSE French Revise GCSE.

CGP GCSE AQA French Complete Revision and Practice

Geography

Head of Department: Mrs Greenfield

Examination Board: OCR

Specification: A

Format of Examination

There are three exams:

Exam 1: Living in the UK

This exam contains questions on the three units:

1. Landscapes of the UK
2. People of the UK
3. UK environmental challenges

Exam 2: The world around us

This exam contains questions on the three units:

1. Ecosystems of the planet
2. People of the planet
3. Environmental threats to our planet

Exam 3: Geographical skills

This contains questions on geographical skills and fieldwork both physical and human

Useful websites

OCR A website. This contains sample assessment questions:

<http://www.ocr.org.uk/qualifications/gcse-geography-a-geographical-themes-j383-from-2016/>

S Cool: www.s-cool.co.uk/gcse/geography

Useful Revision Aids

- My Revision Notes: OCR GCSE (9–1) Geography A Paperback
- Geography textbook
- Frog

Head of Department: Mr Acs

Examination Board: OCR

Specification: J731

Format of Examination

Students study all of the following themes on which the assessments are based.

Theme 1: Identity and culture

Theme 2: Local, national, international and global areas of interest

Theme 3: Current and future study and employment

Assessments

Paper 1: Listening (25% of GCSE)

Paper 2: Speaking (25% of GCSE)

Paper 3: Reading (25% of GCSE)

Paper 4: Writing (25% of GCSE)

Useful websites

- www.languagesonline.org.uk
- www.linguascope.com (intermediate section). Login: auxiliary1 Password: ilovemfl
- GCSE Bitesize (www.bbc.co.uk/schools/gcsebitesize/german/)

Additional resources

- Stimmt textbook
- Stimmt AQA GCSE German vocabulary book
- online/app dictionaries: www.dict.cc <https://dict.leo.org>
- There are also various commercially produced revision guides for GCSE, for example:

CGP GCSE German Complete Revision and Practice.

Our own revision booklets (relating to the different topics and grammar) have been an integral part of the course since last September.

History

Head of Department: Mrs Milligan

Examination Board: AQA

Specification: GCSE History

Format of Examination

Paper 1: Understanding the modern world

- Section A: Russia, 1894–1945: Tsardom and communism
- Section B: Conflict and tension in Asia, 1950–1975

Paper 2: Shaping the nation

- Section A: Britain: Health and the people: c1000 to the present day
- Section B: Norman England, c1066–c1100

Main Topics for Revision

Russia, 1894–1945: Tsardom and communism

- ▶ Part one: The end of Tsardom
- ▶ Part two: Lenin's new society
- ▶ Part three: Stalin's USSR

Conflict and tension in Asia, 1950–1975

- ▶ Part one: Conflict in Korea
- ▶ Part two: Escalation of conflict in Vietnam
- ▶ Part three: The ending of conflict in Vietnam

Britain: Health and the people: c1000 to the present day

- ▶ Part one: Medicine stands still. 1000-1700
- ▶ Part two: The beginnings of change. 1700s
- ▶ Part three: A revolution in medicine. 1800s
- ▶ Part four: Modern medicine. 20th and 21st Century.

Norman England, c1066–c1100

- ▶ Part one: The Normans: conquest and control
- ▶ Part two: Life under the Normans
- ▶ Part three: The Norman Church and monasticism
- ▶ Part four: The historic environment of Norman England – Durham Cathedral

Useful websites

<http://www.aqa.org.uk/subjects/history/gcse>

<https://www.bbc.com/education/examspecs/zxjk4j6>

<http://www.gcse.pod.com>

<https://frog.kings.lincs.sch.uk>

Useful Revision Aids

- The revision booklets and subject knowledge tests issued by the History department
- AQA History textbook
- My Revision Notes: AQA GCSE (9-1) History

Head of Department: Mr Greenhalgh

Examination Board: OCR

Specification: Information Communication Technology/Computer Studies

Format of Examination

There is an opportunity to re-sit the Year 11 ICT exam this Summer and all controlled assessments must be finished by the Easter break.

Year 11 Computer Studies: Theory exam – 40% - wide range of computing topics covered

Coursework Requirement

Two units of Controlled Assessment completed worth 60% of marks

Main Topics for Revision

Use revision pack provided.

The examination theory will be worked through with the students in the lessons and it is vital that they practice the questions and topics at home before the exam. There is as much weight placed on how you answer the question as on specifics. Use past papers and mark schemes.

Useful websites

www.teach-ict.com

www.ocr.org.uk

<http://www.bbc.co.uk/bitesize/>

<http://www.webopedia.com>

<https://frog.kings.lincs.sch.uk>

Further help

Room 311 is open for support and study at lunchtimes on a Tuesday and Thursday.

Head of Department: Mr Brook

Examination Board: EDEXCEL

Specification: Mathematics 9 to 1

Format of Examination

Mathematics A, is three, 1 hour 30 minute papers - two calculator and one non-calculator

Coursework Requirement

None

Main Topics for Revision

Mathematics revision has begun or is about to begin in all Year 11 classes. So, from now on in lessons and for homework students will be working on past papers. The teachers will use the feedback from papers to identify what additional teaching is required and which areas need improvement.

Mathematics revision falls into two areas. The first is learning important factual information and standard procedures. The second is applying this knowledge to a variety of contexts. As a result, if your son says he has been doing Mathematics revision then you should be able to either test him on his factual knowledge or see the mathematics he has been doing in the form of solutions to problems. Simply looking at his books, a revision guide or watching podcasts does not constitute effective revision in Mathematics.

There will be past papers available with worked solutions on the school VLE (FROG). This material should be available from the start of the Easter break. If you have any queries about revision, please do not hesitate to contact Mr Brook.

Music

Head of Department: Mr Lond

Examination Board: Edexcel

Specification: 1MU0

Format of Examination

Unit 3: Listening and Appraising (1 hour 45 minutes)

Coursework Requirement

Unit 1: Performing Music (30%)

All students have performed one solo performance and one ensemble performance which has been recorded on CD and will be sent to the examiner.

Unit 2: Composing Music

All students have composed two compositions which have been recorded to CD and will be sent to the examiner.

Main Topics for Revision

All questions in the final examination paper relate to the set works in the Areas of Study. The paper consists of two sections:

Section A: six compulsory questions in response to extracts from the set works that will be played on a CD during the examination (68 marks) plus 1 dictation exercise.

Section B: one question when you will have to identify features in an unfamiliar piece of music, although it will be closely related to one of the set works

The set works in each Area of Study are:

Area of Study 1 –Instrumental Music 1700 – 1820

- J. S Bach: Brandenburg Concerto No.5 in D major, 3rd movement
- L Beethoven: Piano Sonata No.8 in C Minor Pathetique, 1st movement

Area of Study 2 – Vocal Music

- Purcell: Music for a While
- Queen: Killer Queen

Area of Study 3 – Music for Stage and Screen

- Schwartz: Defying Gravity
- Williams: Main Title/Rebel Blockade Runner from Star Wars Episode IV: A New Hope

Area of Study 4 – Fusions

- Afro Celt Sound System: Release
- Esperanza Spalding: Samba Em Preludio

There is a wealth of revision materials available on the school VLE (FROG).

Head of Department: Mr Whales

Examination Board: AQA

Specification: Full Course

Format of Examination

2 written papers (60%)

Paper 1 – The human body and movement in physical activity and sport

Written exam: 1 hour 15 minutes; 78 marks; 30% of GCSE

Paper 2: Socio-cultural influences and well-being in physical activity and sport

Written exam: 1 hour 15 minutes; 78 marks; 30% of GCSE

Coursework Requirement

Practical performance in three different physical activities in the role of player/performer (one in a team activity, one in an individual activity and a third in either a team or in an individual activity).

Analysis and evaluation of performance to bring about improvement in one activity.

100 marks

40% of GCSE

Main topics for revision

1. Applied anatomy and physiology
2. Movement analysis
3. Physical training
4. Use of data
5. Sports psychology
6. Socio-cultural influences
7. Health, fitness and well-being

Useful Websites

http://web.aqa.org.uk/qual/newgcscs/science/new/phy_edu_overview.php

<http://www.bbc.co.uk/schools/gcsebitesize/pe/>

<http://www.teachpe.com/gcse.php>

<http://www.s-cool.co.uk/gcse/pe>

<http://www.revisionworld.co.uk/node/23>

<http://www.educationforum.co.uk/PE/peoffline.htm>

Physics

Head of Department: Miss Jones

Examination Board: AQA

Specification: Physics

Format of Examination

UNIT P1: 1 hour 45 minutes exam worth 50%

UNIT P2: 1 hour 45 minutes exam worth 50%

Main Topics for Revision

UNIT P1: Energy, Electricity, Particle Model of Matter and Atomic Structure

UNIT P2: Forces and Motion, Waves, Magnetism and Electromagnetism and Space Physics

Useful websites

www.aqa.org.uk Exam board website

www.kerboodle.com Each student has a username and password. The website is full of resources such as animations and tests and also includes an online textbook.

<https://frog.kings.lincs.sch.uk> FROG VLE contains exemplar examination questions on every topic covered in the syllabus. It is laid out to complement the student revision guide.

Head of Department: Mr Haslam

Examination Board: AQA

Specification: GCSE RE

Main Topics for Revision

Beliefs, teachings and practices of Buddhism

- The Dhamma (Dharma)
- The Buddha and the Four Noble Truths
- Worship and festivals
- Buddhist ethics

Beliefs, teachings and practices of Christianity

- Key beliefs
- Jesus Christ and salvation
- Worship and festivals
- The role of the church in the local and worldwide community

The existence of God and revelation

- Philosophical arguments for and against the existence of God
- The nature of the divine and revelation

Religion, peace and conflict

- Religion, violence, terrorism and war
- Religion and belief in 21st century conflict

Religion, crime and punishment

- Religion, crime and the causes of crime
- Religion and punishment

Religion, human rights and social justice

- Human rights
- Wealth and poverty

Useful websites

<https://www.bbc.com/bitesize/examspecs/zy7spbk>

Radio 4: Beyond Belief - <https://www.bbc.co.uk/programmes/b006s6p6>

BBC News: Religion - <https://www.bbc.co.uk/news/topics/cjnwl8q4ny3t/religion>

A Question of Faith - <https://www.bbc.co.uk/programmes/b006s6p6>

Useful Revision Aids

The revision booklets and practice papers issued by the RE department

My Revision Notes: AQA GCSE RE