

Instructions for Candidates – GCSE Exams Summer 2026

As an exam candidate you must ensure you are fully prepared for every exam you are taking. You need to understand the rules and what will happen at the time of your exam(s).

The rules refer to sections of JCQ's **Information for candidates - written examinations 2025-2026**. The JCQ document has been written to help you – you should read it carefully and follow the instructions at the time of your exam(s).

At the time of your exam(s)

- ① You must not enter the exam room until invited to do so by either ALT or the Invigilator
- ① You are under formal examination conditions from the moment you enter the room in which you will be taking your exam(s) until the point at which you are permitted to leave

This means you must not talk to, attempt to communicate with or disturb other candidates once you have entered the examination room (If you do, this must be reported to the relevant awarding body)

Also you must not open the question paper until you are instructed by the invigilator that the exam can begin (If you do, this must be reported to the relevant awarding body)

Any breach of examination conditions is considered by the awarding bodies as malpractice*

- ① You must listen to and follow the instructions given to you by the invigilator/ALT at all times
- ① The centre number, subject title and paper code, the actual starting and finishing times, and date, of each exam will be clearly displayed and visible to you in the exam room

Before you are permitted to start your exam(s), the invigilator will:

- make sure you are seated according to the set seating arrangements
- tell you that you must now follow the regulations of the exam
- ask you to check that you have been given the correct question paper for the day, date, time, subject, unit/component (and tier of entry, if appropriate) and to put up your hand if you think you have been given the wrong question paper
- tell you to read the instructions on the front of the question paper
- ask you to check that you have all the materials you need for the exam
- tell you about any erratum notices (if applicable) and instruct you about emergency procedures

The invigilator will also remind you that you must:

- hand in any unauthorised items in your possession (this includes mobile phones, watches, headphones and calculators and or lids) if you have not already done so
(This is your final chance. Failure to do so must be reported to the awarding body and may lead to disqualification)
- fill in all the details needed on the front of your answer booklet (or question paper) in **black ink**
- make sure you fill these details in on any additional answer sheets that you use
- write clearly and in black ink, but you may use pencil for drawings and rough notes
- write in the designated sections of the answer booklet
- write all rough work in your answer booklet and neatly cross it through with a single line (for multiple-choice papers, you must do any rough work in the question booklet)

The invigilator will also remind you that you must not use correcting pens, fluid or tape, erasable pens, blotting paper and you must not use highlighters or gel pens in your answers.

The invigilator will:

- remind you that you must not communicate in any way with, ask for help from or give help to another candidate while you are in the exam room – this includes sharing equipment
- tell you when you may complete the details on the front of your answer booklet (You must only do this when the invigilator's announcement is made)
- tell you when you may open the question paper and begin to write your answers
- tell you the time allowed (the duration) of your paper(s)

The invigilator is not allowed:

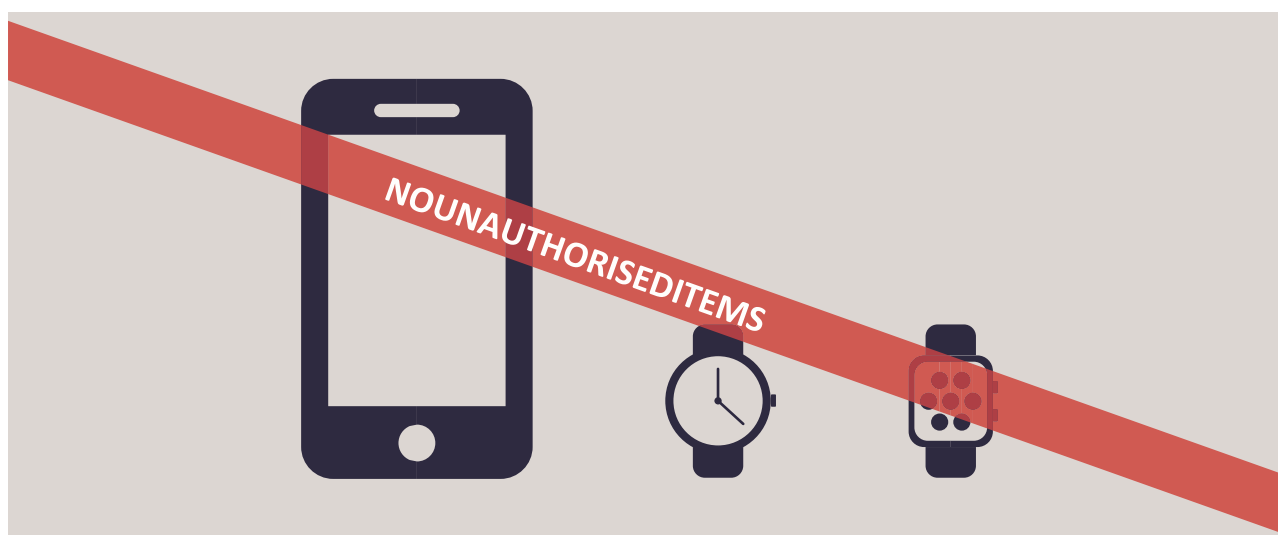
- to give you any information or answer any questions from you about the content of your exam paper unless it relates to the instructions on the front of the question paper
- to give you any indication of the time elapsed or remaining for you to complete your exam paper, other than a 5-minute warning near the end of the exam

*Malpractice includes (but is not limited to): A breach of the instructions or advice of an invigilator, supervisor, or the awarding body in relation to the examination rules and regulations; Failing to abide by the conditions of supervision designed to maintain the security and integrity of the examinations; Disruptive behaviour in the examination room or assessment session (including use of offensive language); Introduction of unauthorised material into the examination room; Exchanging, obtaining, receiving, passing on information (or the attempt to) which could be assessment related by means of talking, electronic, written or non-verbal communication. Any candidate who fails to follow the rules may be subject to the indicative sanctions as detailed in the JCQ document **Suspected Malpractice: Policies and Procedures 2025-2026** (www.jcq.org.uk/exams-office/malpractice)



NO MOBILE PHONES NO WATCHES

NO POTENTIAL TECHNOLOGICAL/WEB ENABLED
SOURCES OF INFORMATION



Possession of unauthorised items, such as a mobile phone or any watch, is a serious offence and could result in





DISQUALIFICATION

from your examination and your overall qualification.

This poster must be displayed in a prominent place outside each examination room.

Warning to candidates



 Questions matter AQA	 City & Guilds City & Guilds	 Rewarding Learning CCEA	 Oxford Cambridge and RSA OCR	 Pearson Pearson	 WJEC WJEC
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1

You **must** be on time for all your examinations.

2

Possession of a mobile phone or other unauthorised material is **not allowed** even if you do not intend to use it. You will be subject to penalty and possible disqualification from the exam/qualification.

3

You **must not** talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.

4

You **must** follow the instructions of the invigilator.

5

You **must not** sit an examination in the name of another candidate.

6

You **must not** become involved in any unfair or dishonest practice in any part of the examination.

7

If you are confused about anything, only speak to an invigilator.

The *Warning to candidates* must be displayed in a prominent place outside each examination room. This may be a hard copy A3 paper version or an image of the poster projected onto a wall or screen for all candidates to see.

CANDIDATE DECLARATION/CONFIRMATION FORM

Regulations concerning the conduct of examinations and assessments

I confirm that prior to my assessments and/or examinations taking place:

- (Regulation 5.8a) I have been notified of my examination entries and the dates and times of my examinations/assessments
- (Regulation 5.8c) I have accessed the JCQ *Information for candidates documents* as they relate to the qualifications I am taking prior to my assessments and/or examinations taking place:
(Tick all of the boxes that apply) Coursework (2025-2026) Non-examination assessments (2025-2026)
 On-screen tests (2025-2026) Social media (2024) Written exams (2025-2026)
- (Regulation 5.8c) I am aware of the content of the JCQ *Unauthorised items* and *Warning to candidates* posters

Malpractice

To maintain the integrity of qualifications, strict Regulations are in place. Malpractice means any act or practice which is in breach of the Regulations.

(Regulation 6.3) Any person completing examinations/assessments where malpractice is suspected, or alleged, personal data about them will be provided to the awarding body (or bodies) whose examinations/assessments are involved. Personal data about them may also be shared with other awarding bodies, the qualifications regulator or professional bodies in accordance with the JCQ publication *Suspected Malpractice – Policies and Procedures*.

Examples of what constitutes malpractice include:

- collusion: working collaboratively with other candidates, beyond what is permitted
- copying from another candidate (including the use of technology to aid the copying)
- allowing work to be copied, e.g. posting work on social networking sites prior to an examination/assessment
- disruptive behaviour in the examination room or during an assessment session (including the use of offensive language)
- exchanging, obtaining, receiving, passing on information (or the attempt to) which could be assessment related by means of talking, electronic, written or non-verbal communication
- bringing into the examination room notes in the wrong format (where notes are permitted in examinations) or inappropriately annotated texts (in open book examinations)
- the inclusion of offensive comments, obscenities or drawings; discriminatory language, remarks or drawings directed at an individual or group in scripts, controlled assessments, coursework, non-examination assessments or portfolios
- plagiarism: unacknowledged copying from or reproduction of third party sources (including the internet and AI tools); incomplete referencing
- use of social media for the exchange and circulation of real or fake assessment material

Personal data

- (Regulation 5.8d, 6.6) I understand my relevant personal data (where required by the awarding bodies for the purpose of examining and awarding qualifications) has been supplied within the terms of the General Data Protection Regulation, the Data Protection Act 2018 and the Freedom of Information Act 2000
- (Regulation 6.8) I understand how any materials I submit for assessment ('Student Materials') to the awarding bodies are used and if I require further information, I can refer to the relevant awarding body's privacy notice

Copyright

(Regulation 6.14) I understand that I may access Student Materials (including examination scripts) through the access to scripts arrangements

By signing here I am declaring I have read and understand the regulations concerning the conduct of examinations and assessments, I understand what constitutes malpractice (and what AI misuse is) and the consequences of committing malpractice:

Candidate Signature:

Date of signature: