

## Practical Advice

### Preparing for the exam

- Make sure you know the date, time and place of each exam you have been entered for well in advanced.
- Make a revision plan from your timetable. Schedule breaks within your timetable and ensure you take them.
- Avoid working late into the night especially as the exams draw nearer.
- Work on the most difficult subjects during your 'peak' periods, usually between 10am and 12 noon, and 3pm and 5pm.
- Consider revising with friends, sharing revision notes can be helpful.
- Avoid any other stressful appointments during the exam period, such as dentist or driving tests.
- Organise your bottle of water, any equipment that you may need for the exam, snacks (if diabetic) and epipen (if needed) the day before.
- Make sure you get a good night's sleep the night before.
- Plan your journey to school, check for any transport strikes or road works that may delay your journey. Remember if you miss an exam you will not be able to take it on another day.

### Learn to Relax

If you start to feel nervous or 'panicky'. Take the following steps to help you calm down.

- Say to yourself 'STOP'
- Take a deep breath. Hold it for a few seconds
- Exhale slowly, relaxing your shoulder and arms
- Breathe in, and hold briefly again
- Exhale slowly, this time relaxing your facial and neck muscles
- Pause for a few moments longer while you let your breathing return to a more natural level, then return to whatever you were doing

Doing this exercise regularly throughout the day will help to lower your anxiety level. Use it to clear your mind and help you focus. It's especially useful during an exam, as a quick 'calm down', so that you can get on with the task in hand.

In the run-up to the exam, develop relaxing routines; such as long baths, listening to music or whatever you like to do to relax.

### Exam Day

- Allow yourself plenty of time to get ready for an exam
- Eat before an exam
- Relax and listen to music or go for a walk
- Ensure you allow yourself plenty of time to get into school.
- Avoid people who are obviously very nervous. It can be contagious.
- Plan something you will enjoy after each exam. Exams are emotionally, mentally and physically demanding and you will need to recharge.