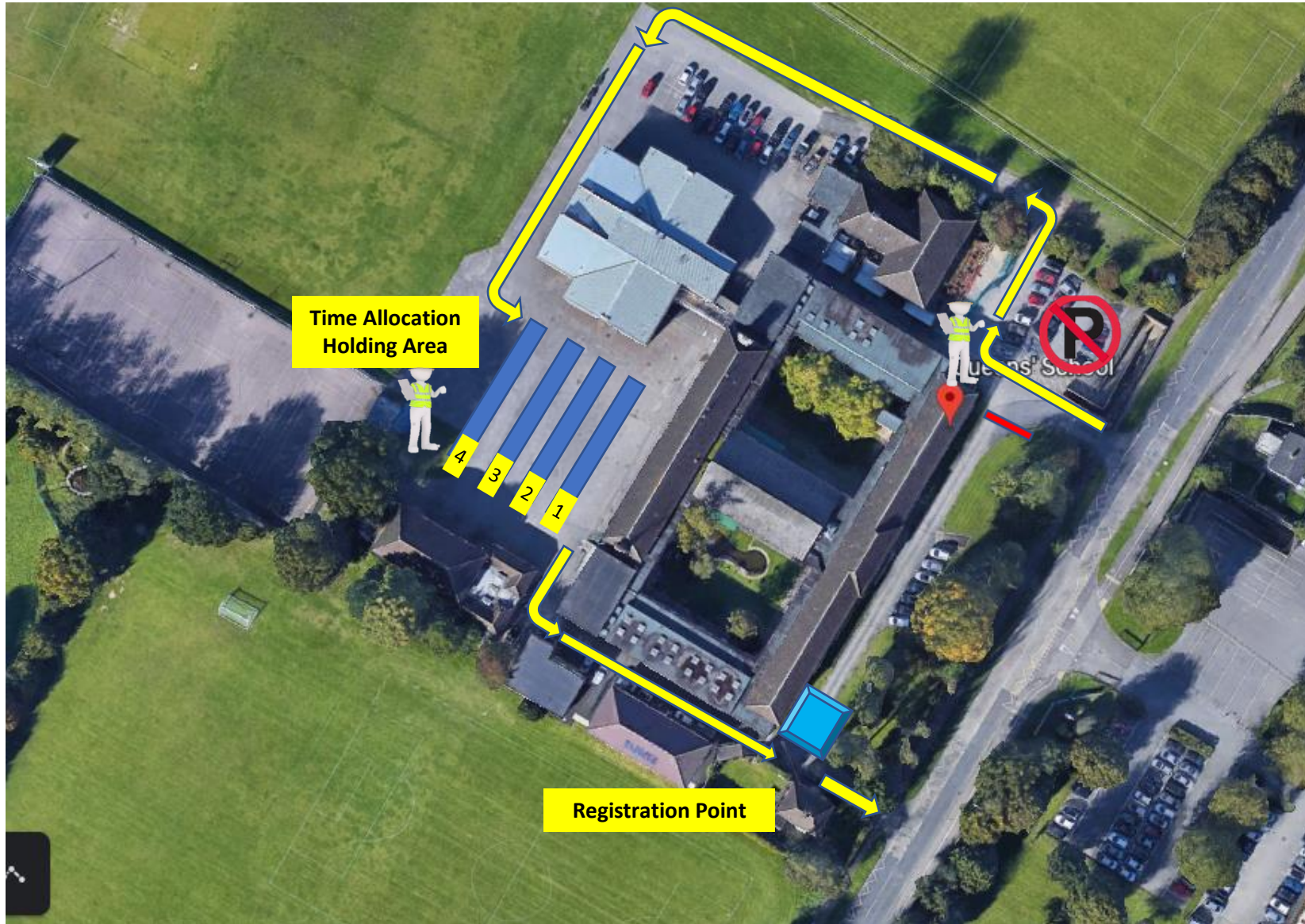


Mock Transfer Tests - Queens' School

North Side Exam Hall



Arrival

Arrive at North Side Main Gate

Follow One – Way System

No parking in front car park

No access to front of school
(Coned / Taped off. - Pedestrians only)

Cars arrive in time allocated order

Cars held in Holding Area
(Max of 40 students/ cars per session)

Students are dropped off at
Registration point

MTT staff will be at Main Entrance &
Holding Area (Staff in high-viz jackets)

Mock Transfer Tests - Queens' School

North Side Exam Hall



Registration

Parents remain in their cars, confirm contact details to MTT

MTT check student has equipment (pencils, eraser, ruler, water bottle)

Student walks to main entrance



At main entrance students to wash hands / use gel

Students given test papers in a sealed envelope / bag

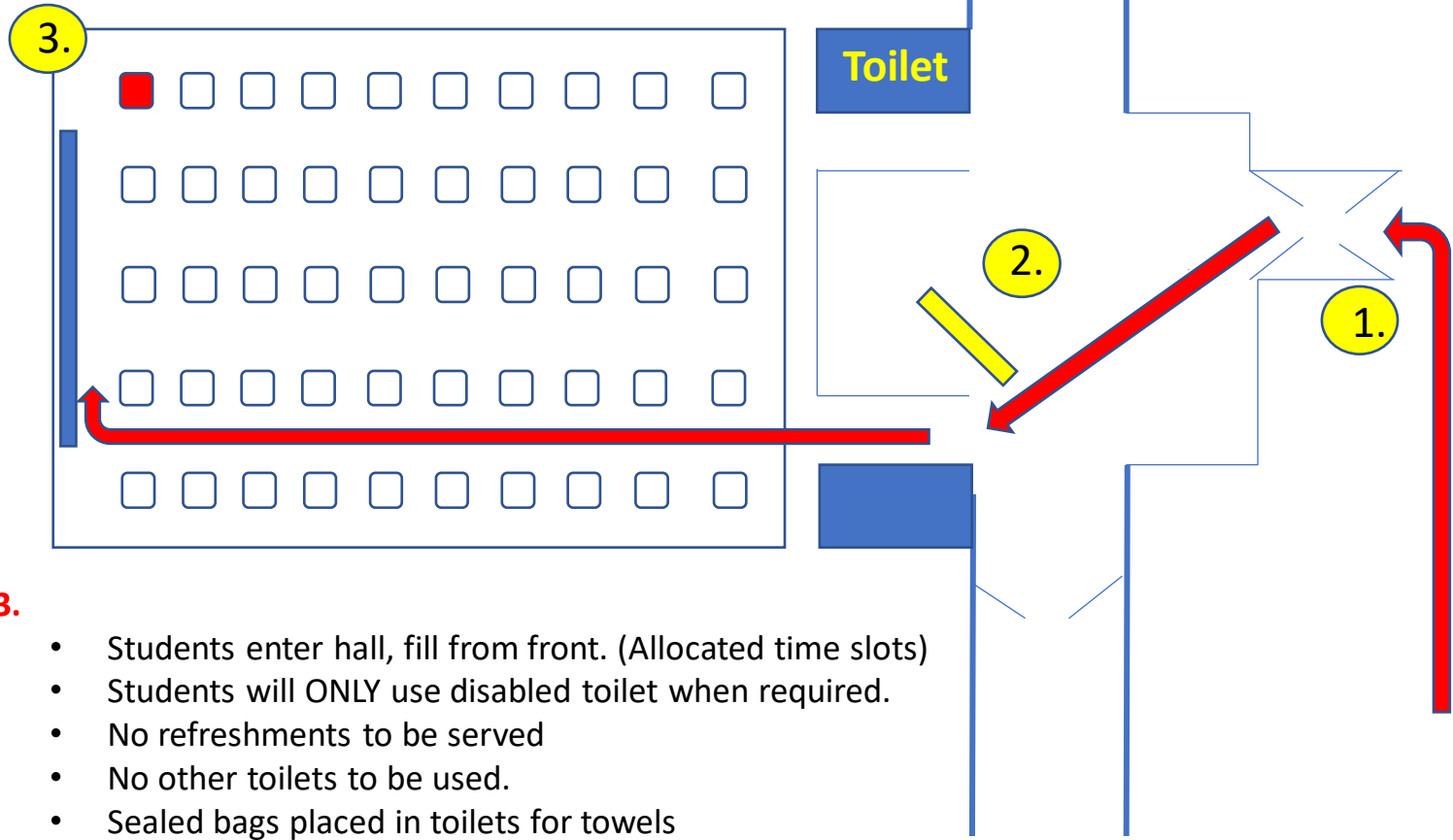
Student escorted into main hall

1. Entrance

- Students enter at the main entrance

2. Hand sterilising

- Students to wash hands / use gel before going into the hall
- Student collect Test Papers in sealed envelope / bag.

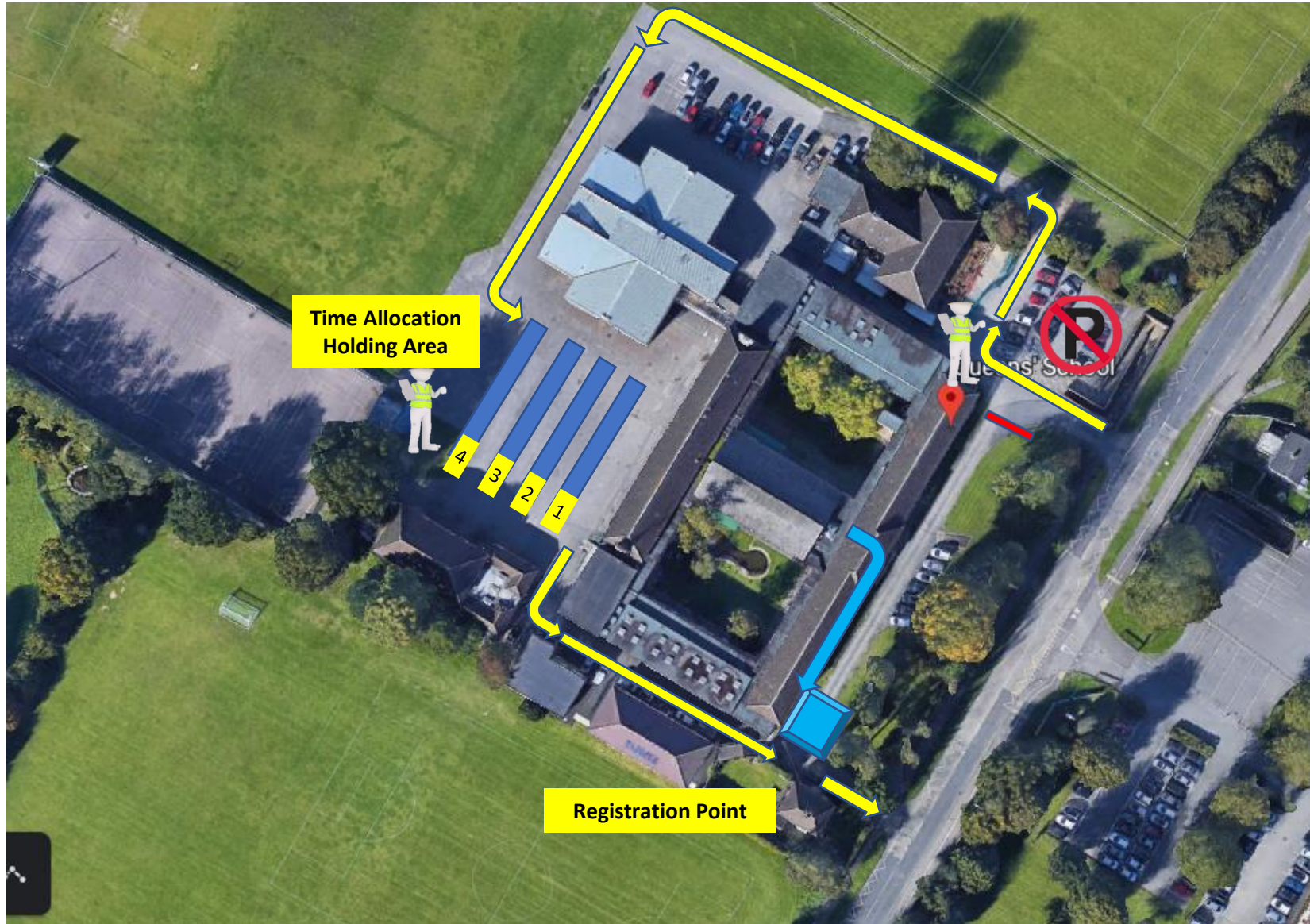


3.

- Students enter hall, fill from front. (Allocated time slots)
- Students will ONLY use disabled toilet when required.
- No refreshments to be served
- No other toilets to be used.
- Sealed bags placed in toilets for towels
- If a student sneezes, they will be asked to wash hands
- Sealed bags will be available should students use tissues

Mock Transfer Tests - Queens' School

North Side Exam Hall



Collection

Arrive at North Side Main Gate

Follow One – Way System

No parking in front car park

No access to front of school
(Coned / Taped off. - Pedestrians only)

Cars arrive in time allocated order

Cars held in Holding Area
(Max of 40 students/ cars per session)

Students are collected from the
Registration point.

MTT staff supervise students, check
contact details, students picked up

MTT staff will be at Main Entrance &
Holding Area (Staff in high-viz jackets)