



Highfields School

Examination Handbook Year 11

A guide for parents/carers and students

GCSE Examinations 2018

Name: _____

Candidate Number: _____





Contents

Introduction 2

Times and Places 3

Uniform 3

Food Arrangements 3

Late Arrival 4

Examination Materials..... 4

Mobile Phones/Electronic Equipment/Smart Watches 4

Calculators..... 4

Clashes..... 4

In the Examination Room 5

Exam Desk Numbers 5

Examination Rules and Regulations 5

End of Exam Procedure 6

Illness and Other Emergencies..... 6

Book Return..... 7

Results 7

Enquiries about Results 7

NEA Components 8

Returning Students..... 8

Exam Board Information & Regulations 8

Appendix 1 – Plan of the Sports Hall..... 15

Notes 16





Introduction

Exams can cause stress. This booklet has been written to help you understand what to do about your GCSE exams this summer. Please read it carefully as it should answer most of your questions. It contains advice about where to go, at what time, what to take with you, what to do if you are ill and much more.

Keep this booklet in a safe place and consult it frequently. Go through it with other people, for example your form tutor and parents/carers. The more people who know what is expected of you, the less likely you are to make a mistake like turning up for an exam at the wrong time. Turning up too early could be mildly embarrassing, turning up too late would be disastrous – **you CANNOT take an exam at a different time.**

Use the times and dates that are printed on your statement of entry to make yourself a timetable. Make sure that you know exactly what subjects you are entered for and the level at which you are entered. Ask your subject staff if you are unsure.

The main GCSE examinations start week commencing Monday 14 May 2018.

Students **must attend all timetabled lessons as normal except when they are taking an examination.**

From Monday 14 May to Friday 25 May 2018:

From the beginning of exams up until half term you **must** continue to come into school for exams, booster sessions prior to exams and normal timetabled lessons.

From Monday 4 June to Thursday 21 June:

From Monday 4 June, up until Thursday 21 June, you **must** continue to come into school for exams and booster sessions prior to exams.



Times and Places

Place: The majority of exams will take place in the **Sports Hall**

Modern Foreign Language listening exams will be in classrooms

Art exams will be art rooms

Music exams will be in the music room

Exams for some students with particular access arrangements will take place in other rooms.

Time: Exams **start** at **8.50am** in the morning and for the **majority** of exams, the afternoon exams usually start at **1.30pm** in the afternoon.

Please check the coffee bar notice board for **exact** start times as they do vary. Exams may end after the normal end of the school day in some circumstances, such as students sitting longer exams with extra time, or a clash occurring during an afternoon session.

Arrival: **At least 20 minutes before** the start of an exam. Please go to the coffee bar, check your desk number and wait for instructions. Put bags, coats etc. in your locker.

Uniform

Whenever you are in school, for whatever reason **including revision sessions and language orals**, you must wear correct **school uniform**. If you fail to obey this rule, you will be asked to go home to change or you will be loaned the appropriate item(s) of uniform. Please do not arrive for an examination inappropriately dressed; this will cause embarrassment and may be distressing at a time when you want to remain calm.

Food Arrangements

The upper school canteen will be open throughout the exam period but you are strongly advised to bring your own refreshments.



Late Arrival

If you arrive within 1 hour of the start, you may still take your exam. You must report to the exam invigilator in the exam room **as soon as you arrive**.

You will be given extra time at the end of the exam, but it is up to the exam board to decide whether they accept your reason for lateness and whether they will mark any work you did after the official end of the exam. The school will always try to phone anyone who fails to arrive for the exam. If you oversleep / miss the bus, then the quickest way to get to school could be by taxi. School will lend you the money for a taxi.

Examination Materials

You **must** have a complete set of pens, pencils, rubbers, pencil sharpener, crayons, a ruler and calculator as appropriate, all carried in a **clear plastic bag**. A HB pencil is needed for multiple choice questions. **You can only write in black ink**. Please write inside the black lines on the answer booklet. Make sure that you have spare pens, pencils, cartridges etc. **Correction fluid is not allowed**.

Mobile Phones/Electronic Equipment/Smart Watches

You must not take a phone, any electronic equipment or smart watch in to the examination room.

We strongly advise all students to leave their valuables at home since the school is not responsible for the loss, theft or damage to students' personal belongings.

Calculators

You will need to have a calculator for some exams, including business studies, technology, mathematics, physics, chemistry and biology. Make sure that it is suitable for the exam and that, if necessary, it has a new battery. Do not bring any instruction booklets into the exam room. Programmable calculators must have their memories erased.

Clashes

There will be a few students who have two exams scheduled to take place at the same time. Students affected will be informed in writing of the arrangements. If two exams clash and are of a combined length of up to and including 3 hours then the exams must be sat back-to-back, with a 20-minute supervised rest period in the exam room between the two exams.



In the Examination Room

The exam boards have rules and regulations, which are designed to ensure that as far as possible, all candidates take their exams under the same conditions. These rules and regulations are shown at the back of this booklet, on the school website and in the exam room. The school has to report anyone who disobeys these regulations and it can mean that the candidate's paper is cancelled and the exam board may exclude the student from all other exams.

Exam Desk Numbers

Desks will be numbered by row A1 – A25, B1 – B25 through to K1 – K25 – see plan in Appendix 1.

Please make a note of your desk number – Letter **AND** Number. Seats will be allocated alphabetically; however, there may be times when students are seated out of sequence. Please check the lists on the coffee bar notice board carefully.

Examination Rules and Regulations

Read the following rules and regulations carefully and comply with them.

1. You must be **silent** from the moment you enter the exam room until you leave.
2. You must not take any notes into the room. Everything you need must be in a **clear** plastic bag.
3. Bags, books, cases and instructions for calculators, outdoor clothing, food, sweets and drinks must be left in your locker. Invigilators will provide water if deemed necessary. If you need to take water into the exam please ensure that it is in a clear, un-labelled, plastic bottle.
4. **Mobile phones and smart watches are not allowed in the exam.** If a phone or smart watch is found on a person in any exam, we must report it and the exam board may cancel your whole subject result and all subjects for that board. Even when your phone is turned off, if it is on your person, the board will cancel the paper you are taking. Wrist watches must be taken off and placed on the student's exam desk.
5. Desk numbers for every exam are displayed on the notice board in the coffee bar twenty four hours before the start. Make sure that you sit at the desk allocated to you. All the desks in the sports hall are numbered with a card.



6. Do **not** communicate **in any way** (not just talking) with other students or disturb them. **Always face the front. Do not turn around.**
7. Do not leave your seat without permission. If you want something, hold up your hand and wait for a member of staff to come to you.
8. If you feel ill or need to go to the toilet you will be taken by a member of staff.
9. Write your name, candidate number and centre number on every booklet or sheet of paper you use. Highfields School centre number is **23250** and this is displayed prominently in the exam room.
10. Take time to read all the instructions on the exam paper and carry them out exactly – if unsure ask for help – answering the wrong questions cannot be put right later.
11. When you have finished, **check** your work thoroughly. Don't waste this valuable time.

End of Exam Procedure

At the end of the exam, after all papers have been collected in, you will be dismissed from the exam room. You must leave in silence. **Do not talk until you are well away from the exam room**, as other students may still be doing an exam.

Illness and Other Emergencies

If you are taken ill, during an exam, tell a member of staff at once and they will take care of you. If you fall ill at home and cannot get to school to take your exam, you must do the following:

1. Telephone school or get someone to do it for you as soon as you can. The school number is 01629 581888.
2. **On rare occasions** we can apply to the exam board for Special Consideration because you missed an exam but this must be done within 7 days of taking the exam. In order to support your application you can get a medical note from your doctor and give it to the Examinations Officer **immediately**. It should be noted that this does not guarantee that you will get a grade.

However, it is much better to try and get to school to take your exam, letting the Examinations Officer know that you are unwell. If you attempt the paper, credit will be given for the work you do and we can still apply for Special Consideration for your illness.



Book Return

For morning exams, please return your books for that exam to the book table in the coffee bar (against the hatch) at 8.20am. For the afternoon exams please return your books for that exam at 12.35pm to the same table. Students will be contacted if they fail to return a book.

Results

These are expected in school on Thursday 23 August 2018.

It is your responsibility to make arrangements for receiving your results. This can be done in one of four ways:

1. Collected by yourself from the Wheeldon Hall between 8.30am and 11.00am on the above date.
2. Collected by another person, but only if they bring a letter with them that is signed by you.
3. By post, in a **stamped addressed envelope** that you must hand in to the exams office **before you leave school for the summer holidays**. This will be posted by us on 23 August in the afternoon, so don't expect it to arrive until 24 August at the earliest.
4. By e-mail, please let exams office staff have the e-mail address you wish your results to be sent to **before you leave school**. Results will be e-mailed on 24 August after **1.00pm GMT**.

DO NOT telephone school to ask if the results have arrived or to ask to be given your results. The staff cannot give this information over the phone.

Enquiries about Results

If you are concerned about your result talk to the Head of Subject and/or the Exams Office as soon as possible on or after results day. It may be appropriate to request a clerical check or a review of marking of the paper concerned. There are costs and deadlines associated with either option; details of which can be obtained from school should you wish to pursue an Enquiry about Results. More detailed information is available on the school website.



NEA Components

Your subject teachers will inform you of your marks for any NEA components before submitting them to the exam boards. They will not be able to tell you what **grade** this equates to.

If you have reason to believe that your submitted work has not been awarded sufficient credit, there is an internal appeals process that may be followed in order for a review to be carried out. Students must request a copy of their work and relevant assessment materials to inform their decision on whether to request a review of marking, and submit their request in writing using an Internal Appeals Form from the Exams Office. Students appealing NEA marks must remember that marks may go down as well as up, if a review is carried out. Reviews can be requested between Monday 23 April and Friday 27 April 2018.

Returning Students

For students joining the Sixth Form, you must confirm your subject choices on 23 August after collecting your GCSE results.

Exam Board Information & Regulations

The exam boards produce documents each year that inform candidates of exam regulations and instructions they should follow. The main ones are included within this Handbook. All of this candidate information is also available on the school website under Exams - students should read this and ensure that they are familiar with what is expected of them.



AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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Warning to Candidates

1. You **must** be on time for all your examinations.
2. You **must not** become involved in any unfair or dishonest practice in any part of the examination.
3. You **must not**:
 - sit an examination in the name of another candidate;
 - have in your possession any unauthorised material or equipment which might give you an unfair advantage.
4. **Possession of a mobile phone** or other unauthorised material **is breaking the rules**, even if you do not intend to use it, and you will be subject to penalty and possible disqualification.
5. You **must not** talk to, attempt to communicate with or disturb other candidates once you have entered the examination room.
6. You **must** follow the instructions of the invigilator.
7. If you are in any doubt speak to the 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.

Effective from 1 September 2014



This notice has been produced on behalf of:

AQA, OCR, Pearson and WJEC

Information for candidates: non-examination assessments

This document tells you about some things that you must and must not do when you are completing your work.

When you submit your work for marking, the awarding body will normally require you to sign an authentication statement confirming that you have read and followed these regulations.

If there is anything that you do not understand, you must ask your teacher or lecturer.

In some subjects you will have an opportunity to do some independent research into a topic. The research you do may involve looking for information in published sources such as textbooks, encyclopedias, journals, TV, radio and on the internet.

Using information from published sources (including the internet) as the basis for your assignment is a good way to demonstrate your knowledge and understanding of a subject. You must take care how you use this material though - you cannot copy it and claim it as your own work.

The regulations state that:

the work which you submit for assessment must be your own;

you must not copy from someone else or allow another candidate to copy from you.

When producing a piece of work, if you use the same wording as a published source you must place quotation marks around the passage and state where it came from. This is called "referencing". You must make sure that you give detailed references for everything in your work which is not in your own words. A reference from a printed book or journal should show the name of the author, the year of publication and the page number, for example: Morrison, 2000, pg.29.

For material taken from the internet, your reference should show the date when the material was downloaded and must show the precise web page, not the search engine used to locate it. This can be copied from the address line. For example: <https://www.geocases2.co.uk/rural1.htm> downloaded 5 February 2018.

You may be required to include a bibliography at the end of your piece of written work. Your teacher or lecturer will tell you whether a bibliography is necessary. Where required, your bibliography must list the full details of publications you have used in your research, even where these are not directly referred to, for example: Morrison, A. (2000) 'Mary, Queen of Scots', London: Weston Press.

If you copy the words or ideas of others and do not show your sources in references and a bibliography, this will be considered as cheating.





Preparing your work – good practice

If you receive help and guidance from someone other than your teacher, you **must** tell your teacher who will then record the nature of the assistance given to you.

If you worked as part of a group on an assignment, for example undertaking field research, you must each write up your own account of the assignment. Even if the data you have is the same, you **must** describe in your own words how that data was obtained and **you must independently draw your own conclusions from the data.**

You must meet the deadlines that your teacher gives you. Remember - your teachers are there to guide you. Although they cannot give you direct assistance, they can help you to sort out any problems before it is too late.

Take care of your work and keep it safe. Do not leave it lying around where your classmates can find it. You must always keep your work secure and confidential whilst you are preparing it; do not share it with your classmates. If it is stored on the computer network, keep your password secure. Collect all copies from the printer and destroy those you do not need.

Do not be tempted to use essays from on-line essay banks — this is cheating. Electronic tools used by awarding bodies can detect this sort of copying.

You must not write inappropriate, offensive or obscene material.

Plagiarism

Plagiarism involves taking someone else's words, thoughts or ideas and trying to pass them off as your own. **It is a form of cheating which is taken very seriously.**

Do not think you will not be caught; there are many ways to detect plagiarism.

- Markers can spot changes in the style of writing and use of language.
- Markers are highly experienced subject specialists who are very familiar with work on the topic concerned — they may have read or seen the source you are using (or even marked the essay you have copied from!).
- Internet search engines and specialised computer software can be used to match phrases or pieces of text with original sources and to detect changes in the grammar and style of writing or punctuation.

Penalties for breaking the regulations

If your work is submitted and it is discovered that you have broken the regulations, one of the following penalties will be applied:

- the piece of work will be awarded zero marks;
- you will be disqualified from that component for the examination series in question;
- you will be disqualified from the whole subject for that examination series;
- you will be disqualified from all subjects and barred from entering again for a period of time.

The awarding body will decide which penalty is appropriate.

REMEMBER – IT'S YOUR QUALIFICATION SO IT NEEDS TO BE YOUR OWN WORK

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AQA	City & Guilds	CCEA	OCR	Pearson	WJEC
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Information for candidates

For written examinations – effective from 1 September 2017

This document has been written to help you. Read it carefully and follow the instructions.
If there is anything you do not understand, especially which calculator you may use, ask your teacher.

A Regulations – Make sure you understand the rules	
1	Be on time for all your exams. If you are late, your work might not be accepted.
2	Do not become involved in any unfair or dishonest practice during the exam.
3	If you try to cheat, or break the rules in any way, you could be disqualified from all your subjects.
4	You must not take into the exam room: <ul style="list-style-type: none"> • notes; • potential technological/web enabled sources of information such as an iPod, a mobile phone, a MP3/4 player, a smartwatch or a wrist watch which has a data storage device. <p>Any pencil cases taken into the exam room must be see-through.</p> <p>Remember: possession of unauthorised material is breaking the rules, even if you do not intend to use it, and you will be subject to penalty and possible disqualification.</p>
5	If you wear a wrist watch the invigilator will ask you to remove it and place it on your desk.
6	Do not use correcting pens, fluid or tape, erasable pens, highlighters or gel pens in your answers.
7	Do not talk to or try to communicate with, or disturb other candidates once the exam has started.
8	You must not write inappropriate, obscene or offensive material.
9	If you leave the exam room unaccompanied by an invigilator before the exam has finished, you will not be allowed to return.
10	Do not borrow anything from another candidate during the exam.
B Information – Make sure you attend your exams and bring what you need	
1	Know the dates and times of all your exams. Arrive at least ten minutes before the start of each exam.
2	If you arrive late for an exam, report to the invigilator running the exam.
3	If you arrive more than one hour after the published starting time for the exam, you may not be allowed to take it.
4	Only take into the exam room the pens, pencils, erasers and any other equipment which you need for the exam.
5	You must write clearly and in black ink. Coloured pencils or inks may only be used for diagrams, maps, charts, etc. unless the instructions printed on the front of the question paper state otherwise.
C Calculators, Dictionaries and Computer Spell-checkers	
1	You may use a calculator unless you are told otherwise.
2	If you use a calculator: <ul style="list-style-type: none"> • make sure it works properly; check that the batteries are working properly; • clear anything stored in it; • remove any parts such as cases, lids or covers which have printed instructions or formulas; • do not bring into the exam room any operating instructions or prepared programs.
3	Do not use a dictionary or computer spell checker unless you are told otherwise.
D Instructions during the exam	
1	Always listen to the invigilator. Follow their instructions at all times.
2	Tell the invigilator at once if: <ul style="list-style-type: none"> • you think you have not been given the right question paper or all of the materials listed on the front of the paper; • the question paper is incomplete or badly printed.
3	Read carefully and follow the instructions printed on the question paper and/or on the answer booklet.
4	Fill in all the details required on the front of the question paper and/or the answer booklet before you start the exam. Make sure you fill these details in on any additional answer sheets that you use.
5	Remember to write your answers within the designated sections of the answer booklet.
6	Do your rough work on the proper exam stationery. Cross it through and hand it in with your answers. Make sure you add your candidate details to any additional answer sheets that you use.
E Advice and assistance	
1	If on the day of the exam you feel that your work may be affected by ill health or any other reason, tell the invigilator.
2	Put up your hand during the exam if: <ul style="list-style-type: none"> • you have a problem and are in doubt about what you should do; • you do not feel well; • you need more paper.
3	You must not ask for, and will not be given, any explanation of the questions.
F At the end of the exam	
1	If you have used more than one answer booklet and/or any supplementary answer sheets, place them in the correct order. Place any loose additional answer sheets inside your answer booklet. Make sure you add your candidate details to any additional answer sheets that you use.
2	Do not leave the exam room until told to do so by the invigilator.
3	Do not take from the exam room any stationery. This includes the question paper, answer booklets used or unused, rough work or any other materials provided for the exam.



Highfields School

Year 11 GCSE Timetable Summer 2018

Date	AM	PM
Monday 14 May	Computer Science Paper 1 Exam Board OCR - Spec J276B 1h 30m	Religious Studies Component 1 Exam Board WJEC - Spec C120P3 2h 00m
	Travel & Tourism BTEC - re-sit only Exam Board Edexcel - Spec FYC23A 1h 00m	
Tuesday 15 May	French Component 2 (Listening) F 35m H 45m	Biology Paper 1 - Triple Science F/H 1h 45m
	French Component 3 (Reading) Exam Board WJEC - Spec C800PF/H F 1h 00m / H 1h 15m	Combined Science (Trilogy) F/H Exam Board AQA - Spec 8461 (Biology) / 8464 (Combined Science) 1h 15m
Wednesday 16 May	Physical Education Paper 1 Exam Board AQA - Spec 8582 1h 15m	Religious Studies Component 2 Exam Board WJEC - Spec C120P3 1h 00m
Thursday 17 May	Chemistry Paper 1 - Triple Science F/H 1h 45m	Computer Science Paper 2 Exam Board OCR - Spec J276B 1h 30m
	Combined Science (Trilogy) F/H 1h 15m Exam Board AQA - Spec 8462 (Chemistry) / 8464 (Combined Science)	
Friday 18 May	French Component 4 (Writing) Exam Board WJEC - Spec C800PF/H F 1h 15m / H 1h 30m	Drama Exam Board AQA - Spec 8261 1h 45m
		Physical Education Paper 2 Exam Board AQA - Spec 8582 1h 15m
HALF TERM		
Date	AM	PM
Monday 21 May	Sociology Unit 1 (B671) 1h 00m	Engineering Unit 1 Exam Board AQA - Spec 4850 1h 00m
	Sociology Unit 3 (B673) Exam Board OCR - Spec J696 1h 00m	
Tuesday 22 May	English Literature Paper 1 Exam Board AQA - Spec 8702 1h 45m	Geography A Component 1 Exam Board WJEC - Spec C111QS 1h 30m
Wednesday 23 May		Physics Paper 1 - Triple Science F/H 1h 45m Combined Science (Trilogy) F/H 1h 15m Exam Board AQA - Spec 8463 (Physics) / 8464 (Combined Science)
Thursday 24 May	Mathematics Paper 1 (non - calculator) F/H Exam Board AQA - Spec 8300 1h 30m	Religious Studies Component 3 (Islam) Exam Board WJEC - Spec C120P3 1h 00m
Friday 25 May	English Literature Paper 2 Exam Board AQA - Spec 8702 2h 15m	Sociology Unit 2 (B672) Exam Board OCR - Spec J696 1h 30m
Date	AM	PM
Monday 4 June	History Paper 1 Exam Board Pearson - Spec 1H10 1h 15m	
Tuesday 5 June	English Language Paper 1 Exam Board AQA - Spec 8700 1h 45m	Geography A Component 2 Exam Board WJEC - Spec C111QS 1h 30m
Wednesday 6 June	Spanish Component 2 (Listening) F 35m H 45m	Music Exam Board AQA - Spec 8271 1h 30m
	Spanish Component 3 (Reading) Exam Board WJEC - Spec C810PF/H F 1h 00m / H 1h 15m	
Thursday 7 June	Mathematics Paper 2 (calculator) F/H Exam Board AQA - Spec 8300 1h 30m	
Friday 8 June	English Language Paper 2 Exam Board AQA - Spec 8700 1h 45m	History Paper 2 Exam Board Pearson - Spec 1H10 1h 45m
Date	AM	PM
Monday 11 June	Biology Paper 2 - Triple Science F/H 1h 45m	Geography A Component 3 Exam Board WJEC - Spec C111QS 1h 30m
	Combined Science (Trilogy) F/H 1h 15m Exam Board AQA - Spec 8461 (Biology) / 8464 (Combined Science)	
Tuesday 12 June	Mathematics Paper 3 (calculator) F/H Exam Board AQA - Spec 8300 1h 30m	History Paper 3 Exam Board Pearson - Spec 1H10 1h 20m
Wednesday 13 June	Chemistry Paper 2 - Triple Science F/H 1h 45m	
	Combined Science (Trilogy) F/H 1h 15m Exam Board AQA - Spec 8462 (Chemistry) / 8464 (Combined Science)	
Thursday 14 June	Film Studies Paper 1 Exam Board WJEC Spec 0155 1h 30m	D&T Resistant Materials Unit 1 Exam Board AQA - Spec 4560 2h 00m
	Spanish Component 4 (Writing) Exam Board WJEC - Spec C810PF/H F 1h 15m / H 1h 30m	Food Preparation and Nutrition Component 1 Exam Board WJEC - Spec C560P1 1h 45m
Friday 15 June	Physics Paper 2 - Triple Science F/H 1h 45m Combined Science (Trilogy) F/H 1h 15m Exam Board AQA - Spec 8463 (Physics) / 8464 (Combined Science)	
PTO		



Key Stage 4 Exam Handbook 2018

Date	AM	PM
Monday 18 June	German Component 2 (Listening) F 35m H 45m German Component 3 (Reading) F 1h 00m Exam Board WJEC - Spec C820PF/H / H 1h 15m	
Tuesday 19 June	Further Mathematics paper 1 (non-calculator) 1h 30m Exam Board AQA - Spec 8360	Dance 1h 30m Exam Board AQA - Spec 8236
Wednesday 20 June		Film Studies Paper 2 1h 00m Exam Board WJEC Spec 0155
Thursday 21 June	German Component 4 (Writing) F 1h 15m Exam Board WJEC - Spec C820PF/H / H 1h 30m	Further Mathematics paper 2 (calculator) 2h 00m Exam Board AQA - Spec 8360
Friday 22 June	NO EXAMS	NO EXAMS

Students must check these dates and times against their statements of entry.

Although this timetable is currently accurate, the Examination Boards may make slight changes to the exam dates. Students will be informed of any changes.

Afternoon exams normally start at **1.30pm**, however this may need to be adjusted slightly for longer exams. This will be confirmed nearer the time.

Please do not arrange holidays during this critical period.

v.2 08/03/18





Appendix 1

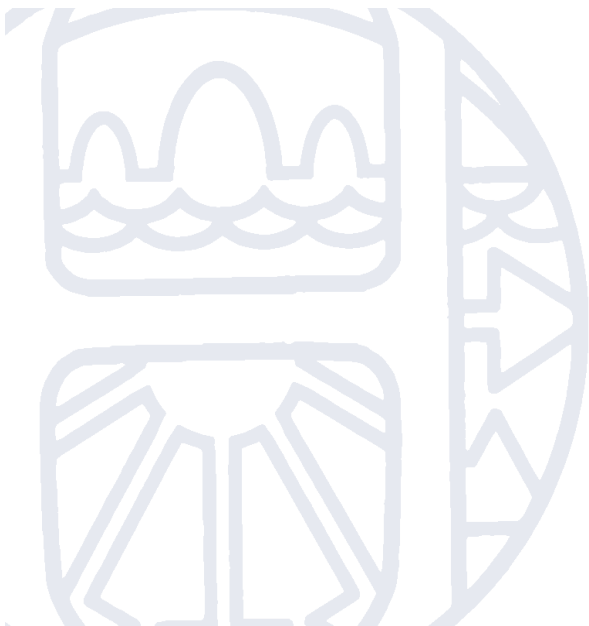
Back of Hall

K25	J25	I25	H25	G25	F25	E25	D25	C25	B25	A25
K24	J24	I24	H24	G24	F24	E24	D24	C24	B24	A24
K23	J23	I23	H23	G23	F23	E23	D23	C23	B23	A23
K22	J22	I22	H22	G22	F22	E22	D22	C22	B22	A22
K21	J21	I21	H21	G21	F21	E21	D21	C21	B21	A21
K20	J20	I20	H20	G20	F20	E20	D20	C20	B20	A20
K19	J19	I19	H19	G19	F19	E19	D19	C19	B19	A19
K18	J18	I18	H18	G18	F18	E18	D18	C18	B18	A18
K17	J17	I17	H17	G17	F17	E17	D17	C17	B17	A17
K16	J16	I16	H16	G16	F16	E16	D16	C16	B16	A16
K15	J15	I15	H15	G15	F15	E15	D15	C15	B15	A15
K14	J14	I14	H14	G14	F14	E14	D14	C14	B14	A14
K13	J13	I13	H13	G13	F13	E13	D13	C13	B13	A13
K12	J12	I12	H12	G12	F12	E12	D12	C12	B12	A12
K11	J11	I11	H11	G11	F11	E11	D11	C11	B11	A11
K10	J10	I10	H10	G10	F10	E10	D10	C10	B10	A10
K9	J9	I9	H9	G9	F9	E9	D9	C9	B9	A9
K8	J8	I8	H8	G8	F8	E8	D8	C8	B8	A8
K7	J7	I7	H7	G7	F7	E7	D7	C7	B7	A7
K6	J6	I6	H6	G6	F6	E6	D6	C6	B6	A6
K5	J5	I5	H5	G5	F5	E5	D5	C5	B5	A5
K4	J4	I4	H4	G4	F4	E4	D4	C4	B4	A4
K3	J3	I3	H3	G3	F3	E3	D3	C3	B3	A3
K2	J2	I2	H2	G2	F2	E2	D2	C2	B2	A2
K1	J1	I1	H1	G1	F1	E1	D1	C1	B1	A1

Main Door

Front of Hall

Highfields School



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