

# The Latymer School - 2023 entry



## Guidance notes regarding the Verbal Reasoning, Mathematics and written English assessments tests

**IF THE APPLICANT OR ANY MEMBER OF THEIR HOUSEHOLD ARE SHOWING SYMPTOMS OF COVID 19 OR THEY HAVE HAD A RECENT POSITIVE COVID 19 TEST, THE APPLICANT MUST NOT ATTEND THE TEST.**

**To report an absence, parents should email [admissions@latymer.co.uk](mailto:admissions@latymer.co.uk) as soon as possible on the morning of the test.**

**An additional test will be arranged to accommodate any applicants affected by isolation measures or who are unwell on the day of the test.**

**Parents may be asked to provide medical evidence of any illness from a GP or health professional.**

### IMPORTANT INFORMATION REGARDING ARRANGEMENTS FOR THE TEST DAY

The school will be implementing **social distancing measures** due to Covid. This will include a queuing system and the optional wearing of a face covering for applicants.

**If you live locally, you will find it easier to walk to the school as there is no on-site parking and no parking on Haselbury Road.** We would ask no beeping of car horns or car engines left running. Applicants should be dropped off by one parent only.

**If you decide to drive to the school, paid car parking facilities can be found here:**

Edmonton Green Shopping Centre (N9 0TZ) - approximately 20 minutes' walk to the school

<https://www.edmontongreencentre.co.uk/centre-info/car-park/>

There is also a small car park in Lion Road, Edmonton N9, approximately 10 minutes' walk to the school.

**Instructions on arrival at the school: Please ensure that applicants have their seating ticket ready to show staff** who will be on gate duty at the 3 entrances, make sure you drop off and pick up at the correct gate, as this will assist with getting applicants to the correct test venue.

### ILLNESS OR ANY OTHER UNFORESEEN CIRCUMSTANCE ON THE DAY OF THE TEST

If applicants are unwell or affected by any other circumstance, **they should not attend the tests as special consideration cannot be given once the test has been completed.** A late test session will be offered in (date to be confirmed).

**If your child cannot attend their test session, you must email [admissions@latymer.co.uk](mailto:admissions@latymer.co.uk) on the morning of the test to report your child's absence.**

If you do not report the absence on the day of the test, we will assume that you wish to withdraw your application and you will receive no further communication from us.

## What the applicants **MUST** take into the test venue

- Registration slip with **passport sized photograph attached** – please do not fold or screw up the slip as it must lie flat on the desk and will be collected by staff at the end of the test session.
- Two sharpened black lead HB pencils (for the Mathematics and Verbal Reasoning paper).
- Two black or blue biros (if preferred) for the written English paper.
- One eraser.
- Handkerchief or tissues (if used during the test must be disposed of in the bins provided).
- **FACE MASK/COVERING IS OPTIONAL.**
- A bottle of still water (optional), in a clear plastic bottle, which must be taken away at the end of the test session.

## What the applicants must **NOT** take into the test venue

- No Food, sharpeners, pencil cases, rulers, clocks, watches, watches with alarms, stop watches, rough paper
- No Books, bags, spectacle cases, mascots.
- **NO CALCULATORS CAN BE BROUGHT TO THE TESTS.**
- **NO MOBILE PHONES OR ELECTRONIC DEVICES CAN BE BROUGHT TO THE TESTS.**

## Logistics during the test

- When applicants enter the test venue, **they must sit at the correct desk** – there will be staff on duty to assist them. On their desk will be a ticket with the **seat number** as printed on their seating ticket.
- The tests will include the following two papers: a combined Verbal Reasoning and Mathematics Paper & a written English paper.  
The Mathematics & Verbal Reasoning paper is of multiple-choice format; the written English paper combines reading and writing sections.
- The test provider for the Mathematics & Verbal Reasoning Paper, GL Assessment has lots of useful information on their website. You will find a specimen of The Latymer English paper on the school website.
- There is no requirement for applicants to wear school uniform.
- **PLEASE ENSURE THAT YOUR CHILD USES THE TOILET FACILITIES ON SITE BEFORE THEY ENTER THE TEST VENUE.**
- **There will be ONE short toilet break between the two papers.**  
**IF APPLICANTS REQUEST TO USE THE TOILET DURING THE TEST IT WILL NOT BE POSSIBLE TO STOP THE TEST; THESE TESTS ARE TIME SENSITIVE.**
- If applicants carry an Epipen, Asthma pump or other medication, these should be contained in a clear plastic bag showing clear instructions for use.

## The Testing Process

**Staff on duty in the test venues will read out full instructions before the tests commence and give time alerts during the tests. Applicants are asked to listen carefully to all instructions given during the tests.**

- There are two papers, a combined Mathematics & Verbal Reasoning paper for which the duration is 1 hour (30 minutes Mathematics/30 minutes Verbal Reasoning) and a written English paper for which the duration is 1 hour.
- There will be a clock visible in the test venues.
- Rough paper will be provided for workings out.
- For the Mathematics & Verbal Reasoning paper, candidates are asked to check that their personal details printed on the front of their answer sheet(s) is correct.
- For the Mathematics & Verbal Reasoning paper, All answers are to be completed on the **separate answer sheet provided**. Boxes should be marked with a firm horizontal **PENCIL LINE ONLY**. **Rub out** any errors, do not cross them out. Applicants **must not** write their answers in the question booklet provided.
- For the written English paper, applicants **MUST** write their surname, first name and registration/ID number on the front of the test paper. The registration/ID number can be found on their registration slip. Applicants have the option to use either pencil or biro for the English test.