



# Test Day Checklist

A calm, practical guide for the evening before and the assessment morning

Use the official Pupil Card and assessment-centre instructions alongside this checklist. Centre instructions always take priority.

**PREPPATH**

Practical support for calm, structured preparation

# Start with the official information

The Pupil Card and assessment-centre guidance are the authoritative sources for arrival time, permitted items and local arrangements. Read them in full and keep them accessible.

## Important

A child cannot be admitted after the assessment has started. There is no individual alternative sitting if a paper is missed. Plan extra travel time and contact the appropriate official source promptly if illness or an emergency affects attendance.

## Key details

|                         |  |
|-------------------------|--|
| Assessment centre       |  |
| Centre address          |  |
| Paper date              |  |
| Arrival time shown      |  |
| Planned departure time  |  |
| Travel time plus buffer |  |
| Emergency contact       |  |

## Official information checked

- |                                                                 |                                                                      |
|-----------------------------------------------------------------|----------------------------------------------------------------------|
| <input type="checkbox"/> Pupil Card read carefully              | <input type="checkbox"/> Travel and parking checked                  |
| <input type="checkbox"/> Assessment-centre instructions checked | <input type="checkbox"/> Access arrangements confirmed if applicable |
| <input type="checkbox"/> Permitted items confirmed              | <input type="checkbox"/> Any recent official update checked          |

# The evening before

Keep the evening familiar and low pressure. The purpose is to remove avoidable decisions from the morning, not to fit in one more full paper.

## Prepare

- ☐ Put the Pupil Card and required identification or documents together
- ☐ Pack only items permitted by the official instructions
- ☐ Lay out comfortable clothing
- ☐ Check the route, parking and weather
- ☐ Set alarms and agree who is travelling
- ☐ Prepare a familiar breakfast and water if appropriate
- ☐ Check any medication arrangements
- ☐ Charge the phone used by the accompanying adult

## Avoid

- ☐ A late full practice paper
- ☐ Introducing a difficult new topic
- ☐ Comparing scores with friends
- ☐ Changing the normal bedtime routine
- ☐ Promising a particular result
- ☐ Discussing school-entry predictions

## A calm message to use

“You do not need to be perfect. Read carefully, do what you can and move on if a question is taking too long. We are proud of the work you have put in.”

## Anything specific to remember

|                    |  |
|--------------------|--|
| Child reminder     |  |
| Parent reminder    |  |
| Travel backup plan |  |

# Assessment morning

## Before leaving

- ☐ Allow enough time for a normal morning
- ☐ Offer a familiar breakfast without pressure
- ☐ Avoid last-minute testing or marking
- ☐ Check the child feels well enough to attend
- ☐ Recheck the Pupil Card and permitted items
- ☐ Leave with the planned travel buffer

## At the centre

- ☐ Follow staff directions and centre procedures
- ☐ Keep your goodbye brief and reassuring
- ☐ Do not add new instructions at the door
- ☐ Confirm the collection arrangements
- ☐ Keep your phone available after drop-off
- ☐ Allow your child to focus on the routine

## After the paper

- ☐ Offer food, water and normal downtime
- ☐ Ask how they feel before asking about questions
- ☐ Avoid reconstructing the paper in detail
- ☐ Do not search for unofficial answers
- ☐ Keep the time between papers balanced and calm
- ☐ Return to light review only when your child is ready

### A useful first question

Try “How are you feeling?” rather than “How many did you get right?” The paper is finished; the next priority is recovery and confidence.

# If something goes wrong

## Illness or emergency

If illness, injury or another serious event affects attendance or performance, keep contemporaneous evidence and follow current official guidance. Illness does not alter the marking of a completed paper. Special Circumstances may be considered later through the transfer and school-admissions process, subject to each school's published criteria.

## If a paper is missed

SEAG does not provide an individual make-up sitting. If one paper is completed, an estimated outcome may be produced for the missing paper and marked with an "e". Schools decide how estimated outcomes are treated in their admissions criteria.

## Emergency notes

|                    |  |
|--------------------|--|
| Who was contacted  |  |
| Time and date      |  |
| Advice received    |  |
| Evidence retained  |  |
| Follow-up required |  |

## Final parent reminder

Your calm is useful. Keep the day practical, follow the official instructions and avoid treating one difficult question as a prediction of the final outcome.

## Accuracy note

Procedural points were checked against official SEAG guidance on 9 September 2026. Rules and arrangements can change. Confirm the latest information at [seagni.co.uk](https://seagni.co.uk) and follow the current Pupil Card and assessment-centre instructions.

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