

Year 10 Yearly Examination Timetable 2018

	<u>Monday 12/11</u>	<u>Tuesday 13/11</u>	<u>Wednesday 14/11</u>	<u>Thursday 15/11</u>	<u>Friday 16/11</u>
<u>Session 1</u> Periods 1 & 2	English 1 ½ hours HALL	Japanese – 1 hour in M19 Other students: Normal lessons			
<u>Session 2</u> Periods 3 & 4			Maths 1 ½ hours HALL	Agriculture – 1 ½ hrs Drama – 1 ½ hrs (HALL) Music – 1 ½ hrs (P3) Other students: Normal Lessons	
<u>Session 3</u> Periods 5 & 6	Geography* 1 hour HALL	Science 1 ½ hours HALL			

- Students will have normal lessons where an exam is not scheduled. White spaces in the timetable are whole year exams, others are class tests/exams.
- Examinations may include an additional 5 minutes reading time
- Students should bring books and materials to study as there may be opportunities to prepare for exams (Exams with an * will have study time before the exam commences)
- If an exam forms part of the Assessment Schedule for a subject, this timetable acts as a Notification of Assessment Task
- Please review exam expectations on reverse of this timetable

Examination Guidelines - Students

Exams are a major form of Assessment and are reported at both the yearly and half yearly report times. It is the expectation that students take them seriously. Exam regulations are in addition to those that apply in the year group Assessment Policy handbooks.

- Students must wear school uniform during exams
- Students are to follow all supervisor instructions
- Students should not enter an exam room unless instructed by a supervisor
- Students late to exams will not be given an extension of time unless there are extenuating circumstances
- Students should arrive before the scheduled exam start or as soon as possible if coming from another classroom
- All school bags will be left at the designated area, for example at the rear of the hall or the front of an exam room
- For Year 7 -10 Exams: Only the following items may be taken to the examination desk: a clear water bottle, pens, equipment, paper and reading material. Note: pencil cases and calculator covers are NOT permitted at the examination desk. Implements should be contained in a plastic bag or sleeve
- For Year 11 – 12 Exams: Only pens, pencils, water bottle and specific equipment (eg: calculators) may be brought into the exam, in a clear plastic sleeve. NO PAPER CAN BE BROUGHT IN
- If a student is finished the exam before the scheduled time, their paper must be handed up before he/she starts reading. Reading material must be placed on the floor prior to the handing out of the paper (Juniors only)
- Mobile phones are to be turned off and not to be used for any purpose, for example viewing the time. Any phones taken into the examination are to be collected. MP3 players are NOT to be taken into an examination
- Any student found using a mobile phone, MP3 player or any listening device during the designated time for the exam will receive a zero mark that exam. This includes responding to a text message or checking a mobile phone for any reason.
- No student may leave his /her desk until the end of the examination without supervisor permission
- **Students are required to remain for the required length of the exam**
- Students who cheat or miss exams due to truancy may receive zero on their report. A person who shows another person their answers may receive zero. The School's policy regarding malpractice, as outlined in Assessment booklets, will apply in formal examinations
- There will be no talking in exams from the moment the exam paper is issued. If students are continually disruptive during exams they will be isolated and a mark will be awarded on the work they have completed out of a total that has been allocated for that exam. No additional time or marks will be provided to compensate for exam time lost by a student as a result of their own unacceptable behaviour. If disruption continues after being isolated, students are to be sent to the relevant Subject Coordinator
- If students are continually disruptive after they have completed an exam they will be isolated or sent to the relevant Subject Coordinator and their exam will incur a penalty – to be decided by the Subject Coordinator