

## ***Student Instructions for Exams 2022***

### ***Thursday 15 - Wednesday 21 September***

- ★ Check your assessment timetable carefully and **note all** examinations and workshops. They are considered compulsory. Check your venues (listen to your teacher for any changes)
- ★ You don't need to attend school if you do not have a scheduled assessment.
- ★ If you have special assessment conditions, please report to the main office 15 minutes prior to your exam beginning.
- ★ If you are sick, you must contact the school office in the morning and you will need to provide a medical certificate if it is a longer illness. You also need to contact your teacher to arrange the catch-up **which should occur during the assessment week if possible.**
- ★ You will wear school uniform to the exams.
- ★ You may bring in a water bottle and limited food. The food **must not** be noisy to eat or unwrap, and should not smell. Do not feel that you need to bring food in if you don't expect to get hungry or the assessment is short.
- ★ Your equipment such as pens, pencils, ruler, eraser, calculator **must be** in a clear, transparent bag or container that sits on your desk. Any other bag stays on the floor and must not be touched.
- ★ Your cellphones are to **be turned off** (NOT on silent) and **watches are not permitted** to be worn.
- ★ Arrive 15 minutes prior to the start of your examination. You will be admitted 10 minutes before the exam starts.
- ★ **You should not need to go to the toilet for at least the first 45 minutes.** You must raise your hand and wait until given permission to stand and leave. You must go to the nearest toilets and you must not take your phone. You will have a time limit.
- ★ **You cannot leave the exam in the first hour OR in the last 15 minutes of your allotted exam time.**
- ★ If you are seen to distract other students or interact with them, you will automatically be removed from the examination and you will receive a Not Achieved. Your caregivers will be contacted.